

SHIRE OF BROOME



ANNUAL REPORT

2003/2004



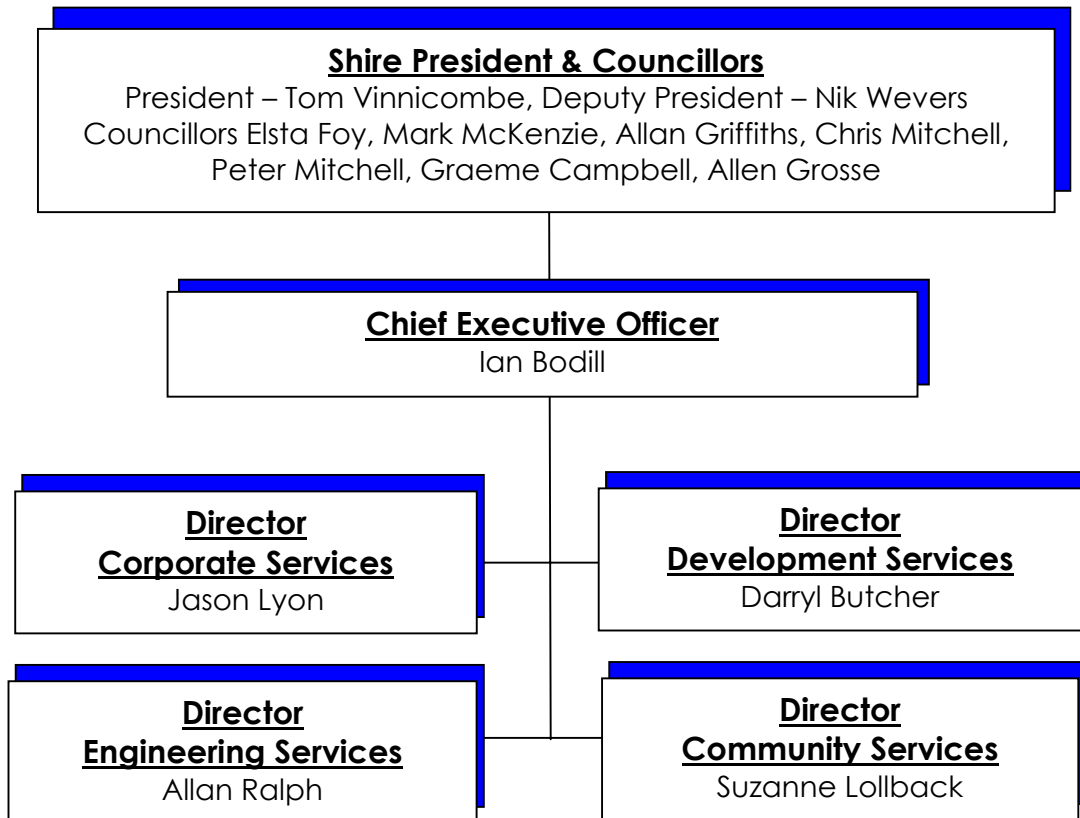
SHIRE OF BROOME

TABLE OF CONTENTS

Management Team	2
Shire Presidents Report	3
Chief Executive Officer's Report	5
Overview of Financial Operations for 2003/2004	7
Report on Council's Principal Activities for 2003/2004	32
Complaint Management Policy	40
Record Keeping Plan	40
Disability Services Plan Implementation	41
Engineering Department Report	42
Environmental Health Departments Report	44
Planning and Building Departments Report	48
Librarian's Report	50
Financial Statements	53

The images through out this publication have been taken by staff of the Shire of Broome, Shane Sutherland and Anthony Pagan their work is acknowledged.

SHIRE OF BROOME MANAGEMENT TEAM



The new management structure of the Shire of Broome
as at 31 December 2004

SHIRE OF BROOME

SHIRE PRESIDENTS REPORT

The financial year ending 30 June 2004 was a year of change for the Shire of Broome. A year of change, a year of rebuilding and one in which we clarified our way forward.

A review of the organisational staffing structure was undertaken in conjunction with the Western Australian Local Government Association in February 2004. The review suggested a number of changes to the staff structure and to the staffing levels that would be required to address increasing legislative requirements and community expectations.

Council resolved to address the recommendations contained in the report to ensure the Shires ability to meet the challenges faced by local government in the immediate and long term future.

The first step in this process was to appoint Mr Ian Bodill as Chief Executive Officer.

The Shire of Broome proves its ongoing commitment to its community by providing in excess of \$400,000 in financial support to Child Care and Youth and Aged services during the 2003/2004 financial year.

During the year \$630,000 was spent purchasing the old tennis court land in Walcott Street from the then Department of Land Administration. The land is to be subdivided and sold as vacant residential lots. Completion of the site works, subdivision and sale of the lots will take place in 2004/2005 providing much needed residential land. Funds derived from the project will go towards development of Stage 2 of the Broome Recreation and Aquatic Centre.

BRAC is exceeding its expected revenue targets, which saw it finish the year ahead of budget. While significant municipal funds are still required to operate the centre, this funding is an investment in the well-being of our community.



3 on 3 Competition at BRAC April 2004

Broome and the Kimberley continues to expand and develop as a tourist destination, both internationally and nationally. This was reinforced during late 2003 with the introduction of Skywest flights between Broome and Perth, seeing Broome serviced by three domestic airline carriers.

As always, the Shire is faced with the challenge of balancing the needs of its permanent community with the needs of its visitors and ensuring it's sustainability as a tourist destination.

The Shire of Broome continues to work closely with all levels of government to ensure its representation in the tourist market.



Award Winning Cable Beach, Broome

These efforts were rewarded with our Cable Beach winning "Western Australia's Best Beach" and "Western Australia's Most Popular Beach" Awards in March 2004. Cable Beach was judged "Best Beach" was by Surf Lifesaving WA and voted "Most Popular Beach" by the public and visitors.

It is the significant and on-going commitment and contributions of the Broome community that assists the Shire of Broome in promoting and maintaining our unique and distinctive home.

I also take this opportunity to congratulate Kim Male on his appointment as Freeman of the City. This position recognises his outstanding and lasting contributions to the Shire of Broome.

The 2004/2005 financial year will be an exciting and challenging year for the Shire of Broome and I express my gratitude to my fellow Councillors and the staff for their on-going support, commitment and contributions as we face a new era.

It is with great pleasure I present to the residents, ratepayers and the community of Broome the 2003/2004 Annual Report.

**TOM VINNICOMBE
SHIRE PRESIDENT**

SHIRE OF BROOME

CHIEF EXECUTIVE OFFICER'S REPORT

Having commenced employment with the Shire of Broome in May, a month before the closing period of the twelve months to which this report relates, I will restrict my comments to some of the achievements of the Administration during this term.

The financial report shows a strong foundation which augers well for the future. Our main aim will be to ensure that Council's and ultimately the Community's funds are expended efficiently and effectively.

In addition to the provision of essential local government services such as waste disposal, maintenance and construction works associated with the Shires roads, drains, parks, gardens and facilities, the Shires resources have also been dedicated to future community infrastructure such as the Broome Arts Centre and additional facilities at the Broome Recreation and Aquatic Centre.



Dampier Terrace, Chinatown – following works

Work commenced on the Chinatown Redevelopment and saw the first phase of the project, in Dampier Terrace, commence to maximise parking, resealing the road and making the area more pedestrian friendly.

Chinatown was permanently included in the West Australian Heritage Register in 2004. This mechanism will ensure that the essence and historical value of old Chinatown is preserved for future generations.

As always, the Shire of Broome worked closely with all facets of government to ensure its ability to access resources to allow the upgrading, maintenance and provision of services and infrastructure to the Broome community.

This included a visit by Premier Geoff Gallop in June 2004. The Premier met with various political and community representatives to discuss social, economic and environmental issues facing the Kimberley communities.

There is a commitment to fostering cohesive working relationships between the Shire of Broome and all facets of government, including the Kimberley local authorities.

Production of the Annual Report gives the opportunity to reflect on how far we've come and to demonstrate our achievements. It also is an opportunity to look towards the many challenges we have set ourselves as we work towards a sustainable community that is inclusive, attractive, healthy and pleasant to live in.

I would like to use this opportunity to thank senior management and every staff member (past and present) for their input and contribution towards the running of the Shire. I would also like to commend the Shire President and Councillors for their tireless efforts in ensuring that the Broome community is properly served.

Finally, and most importantly, I look forward to the on-going interest and participation of the Broome community in achieving our strategic vision.

IAN BODILL
CHIEF EXECUTIVE OFFICER.



The Old Broome Jetty – Town Beach

SHIRE OF BROOME

Overview of Financial Operations for 2003/2004

Introduction

Council has continued to meet the difficult task of satisfying increasing community expectations for additional services and infrastructure, in an environment of high growth, constant change within a limited base of resources. The key is finding the right balance between these expectations and prudent financial management. With this in mind Council adopted a budget in 2003/2004 that featured increases to land, building, recreation and infrastructure assets of \$9.4 million and commenced a review of the human resource structure in an attempt to realign the focus of the administration in line with priority considerations identified by Council and the community.

The year commenced with a cash surplus of \$361,000, mainly due to deferred infrastructure works and deferred heavy machinery purchases from the previous year. Council also implemented an increase in rates of 4.5%, in line with the strategic parameters of CPI plus 1.5% growth.

During the year Council's normal operations incorporating maintenance, administration and community services cost \$12.2 million. In addition \$5.0 million was used for the acquisition of property, plant and equipment and also for the construction of various infrastructure works within the Shire. Loan repayments of \$376,000 were also paid.

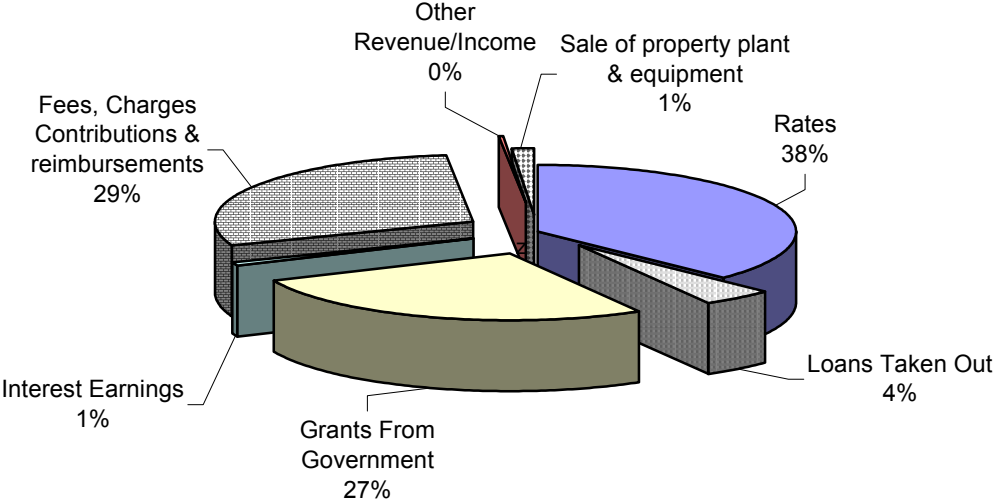
To fund this Council received \$6.2 million from rates, \$4.5 million in grants and \$4.4 million in user fees. The balance is made up of interest earnings, reimbursements and other revenue.

The year concluded with a \$185,000 deficit however community wealth increased by \$828,000 during the year.

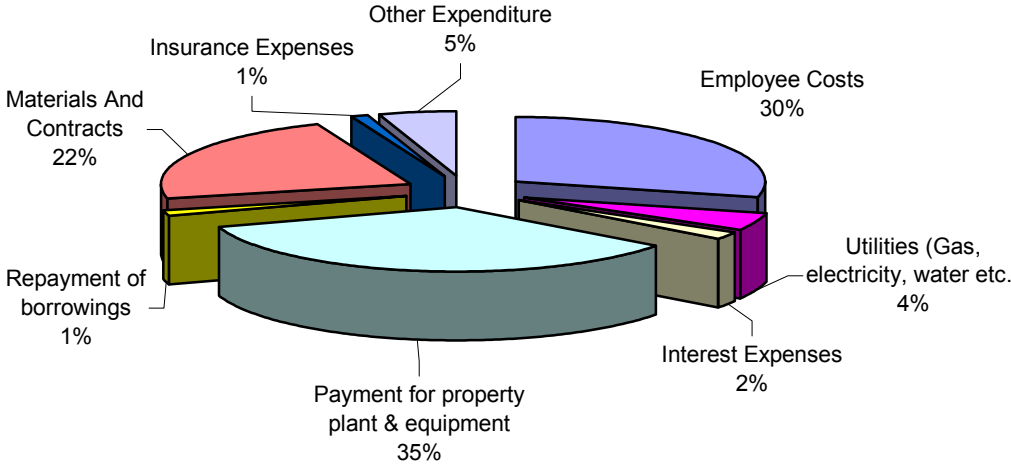
Ratio analysis of the Shire of Broome reflects the temporary easing of the cash position because of the deficit, with the ratio of current assets to liabilities at 0.58, however the debt service ratio is steady at 0.05 (5% of the Shire's operating revenue) and the outstanding rates ratio has reduced from 3% down to 1%.

The pie charts over-page show just where Council sourced and applied its funds in 2003/2004.

Sources of Funding



Application of funds



Governance

The Governance function covers statutory payments to Councillors, community relations including the Shire of Broome newsletter, associated administration costs and provision for sundry donations to community organisations. Generally this function of Council ran in accordance with the budget with the exception of higher internally allocated administration costs.

<u>GOVERNANCE</u>	Budgeted Income	Budgeted Expenses	Actual Income	Actual Expenses
OPERATING				
TOTAL MEMBERS OF COUNCIL	400	407,026	9,463	479,881
TOTAL OTHER GOVERNANCE	4,500	455,402	4,832	547,163
NON OPERATING				
TOTAL MEMBERS OF COUNCIL	0	0	0	0
TOTAL GOVERNANCE				
	4,900	862,428	14,295	1,027,044

Rates & General Purpose Income

Council adopted a 4.5% rate increase for the year yielding \$6.2 million including interest, instalment charges and \$66,000 in back rates levied. The Shire also received a general purpose grant of \$2.07 million from the Commonwealth Government via the State Government allocation process. Expenses relate generally to the administration, collection and valuations for rates.

<u>GENERAL PURPOSE FUNDING</u>	Budgeted Income	Budgeted Expenses	Actual Income	Actual Expenses
OPERATING				
TOTAL RATES	6,104,957	176,450	6,235,479	230,577
TOTAL OTHER GENERAL PURPOSE FUNDING	2,069,593	226,334	2,071,560	276,411
TOTAL GENERAL PURPOSE FUNDING				
	8,174,550	402,784	8,307,039	506,988

Law, Order & Public Safety

Fire Prevention

Expenses were lower than anticipated, as there was a reduction in fire fighting equipment expenses, administration allocation and plant & equipment depreciation.

Income from fire break slashing was also down.

Animal Control

Ranger salaries allocated were lower than expected because of extra time dedicated to beach patrols.

Ranger
Christine
Roe and
new team
member –
Mischief.



Other Law Order & Public Safety

The Broome Surf Life Saving Club, Broome Volunteer Sea Rescue and St Johns Ambulance received contributions to the value of \$15,780 in total. In addition the Shire spent \$81,000 on the pre cyclone cleanup service which was lower than the estimated \$90,000 prediction.

SES/Fire & Emergency Services

The State Emergency Service branch for Broome received \$31,000 in operating and minor equipment grants for the inaugural year of introduction of the new Emergency Services Levy (ESL).

Capital grants of \$92,000 from the new ESL were also received for two operational vehicles.

Ranger and Beach Lifeguard Operations

A greater emphasis on beach patrols using Ranger resources resulted in a higher than expected allocation of employee costs and vehicle expenses for the year, there were also additional costs of accommodation for relief Rangers during the early part of the financial year.

LAW ORDER & PUBLIC SAFETY	Budgeted Income	Budgeted Expenses	Actual Income	Actual Expenses
OPERATING				
TOTAL VOLUNTEER BUSH FIRE BRIGADE	5,650	1,477	6,423	6,423
TOTAL FIRE PREVENTION	2,350	54,471	500	36,324
TOTAL ANIMAL CONTROL	46,050	78,622	40,393	60,267
TOTAL OTHER LAW ORDER & PUBLIC SAFETY	3,773	153,457	4,953	146,856
TOTAL SES/FIRE AND EMERGENCY SERVICES	25,500	25,500	31,000	22,720
TOTAL RANGER & BEACH OPERATIONS	476	311,595	2,532	357,891
NON OPERATING				
TOTAL VOLUNTEER BUSH FIRE BRIGADE				
TOTAL FIRE PREVENTION				
TOTAL ANIMAL CONTROL				
TOTAL OTHER LAW ORDER & PUBLIC SAFETY	3,640	3,640	3,639	3,640
TOTAL SES/FIRE AND EMERGENCY SERVICES			92,136	100,416
TOTAL RANGER & BEACH OPERATIONS	69,273	117,203	25,010	43,869
TOTAL LAW ORDER & PUBLIC SAFETY	156,712	745,965	206,586	778,406

Health Services

Preventative Services – Maternal & Infant Health

The Shire of Broome contributes to the running of the infant health clinic, this year amounting to \$9,500 plus administration and depreciation costs.

Preventative Services – Administration and Inspection

The main area of expenditure within this function is the salary of the Environmental Health Officers (EHOs) plus administration allocations. Overhead allocations were higher than expected and health licence revenue was lower than estimated.

AEHO (Aboriginal Health)

A dedicated staff resource is focused heavily on attending regular field trips to remote communities in an effort to assist in matters of general health and hygiene. The program cost \$107,000 in the current year and is backed by State Health grants.

Preventative Services – Other

Expenditure was spent in the area of analytical testing and laboratory expenses testing food premises and swimming pools.

HEALTH	Budgeted Income	Budgeted Expenses	Actual Income	Actual Expenses
OPERATING				
TOTAL MATERNAL & INFANT HEALTH	0	12,305	0	14,307
TOTAL PREVENTIVE - INSPECTION/ADMIN	31,343	227,099	22,942	251,739
TOTAL AEHO (ABORIGINAL HEALTH)	111,751	100,449	111,129	107,254
TOTAL PREVENTIVE SERVIC-PEST CONTROL	0	10,030	0	10,824
TOTAL PREVENTIVE SERVICES-OTHER	0	6,099	0	6,100
TOTAL OTHER HEALTH	0	0	0	0
NON OPERATING				
TOTAL MATERNAL & INFANT HEALTH	0	0	0	0
TOTAL PREVENTIVE - INSPECTION/ADMIN	56,000	78,188	0	0
TOTAL AEHO (ABORIGINAL HEALTH)	0	0	30,000	42,187
TOTAL PREVENTIVE SERVIC-PEST CONTROL	0	0	0	0
TOTAL HEALTH	199,094	434,170	164,071	432,411

Education & Welfare

During 2003/2004 the Shire of Broome contributed \$36,900 to the Bran Nue Dae Aged Care centre, a further \$53,500 for depreciation and administration overheads completes the budget for aged services.

Other community support included;

- \$107,000 to the Kimberley Family Daycare Scheme that provides over 50 full time equivalent childcare places in Broome,
- \$89,000 to Child Care Assistance operations and
- \$49,000 to the Kimberley Inclusion Service that is a Commonwealth scheme designed to assist and support the inclusion of children with disabilities into general childcare services.

The administration service level of these schemes are dependant on the level of grant support provided by the various agencies and are subject to change in policy direction over time.

A new scheme Helping Young People Engage (HYPE) was introduced as a collaborative program, aimed at addressing antisocial behaviour, and included contributions from small business, the police, community service groups and the Shire. Initially the program cost \$57,000 with the Shire contributing \$15,000. The future viability of this program was in doubt until the Shire was successful in receiving a three year grant commitment from the Federal Government.

EDUCATION & WELFARE	Budgeted Income	Budgeted Expenses	Actual Income	Actual Expenses
OPERATING				
TOTAL CARE OF FAMILIES & CHILDREN	0	0	0	15,000
TOTAL AGED & DISA - SENIOR CITS CENT	0	89,730	0	90,356
TOTAL FAMILY DAY CARE	272,519	272,519	235,318	245,113
TOTAL JET SCHEME	0	0	0	0
TOTAL COM DEV HELPING YOUNG PEOPLE (HYPE)	0	0	56,323	57,254
TOTAL EDUCATION & WELFARE	272,519	362,249	291,641	407,723

Community Amenities

Waste Management Site

Expenditure on kerbside recycling was over budget by 11.5% (\$56,000) due to increases in the number of services and the extra utilisation of the service by residents and business throughout the year. Conversely collection service charges were over budget by \$49,000.

Expenditure at the refuse site was more than expected after internal charges allocated for works heavy plant \$26,000 and works staff salaries and overheads \$24,000. As an offset refuse site revenues exceeded budget by \$16,000.

Sanitation Other - Litter Control

Encompassing the provision of public litter bins (both skip and red sulo), payments to both community rubbish collectors and Department of Justice inmates, this area of activity cost \$3,500 more than expected out of the \$46,000 budget. A further allocation of \$57,000 was spent specifically on litter by the Shire's Community Facilities Team which was \$25,000 higher than anticipated.

Sewerage

Expenditure relates to the depreciation of sewerage infrastructure and the revenue to septic tank fees and inspections. Revenue was \$4,000 under budget.

Drainage

Drainage maintenance totalled \$95,000, which was \$50,000 higher than expected and included additional costs that were incurred mainly for emergency works at the Cable Beach outfall. A further \$108,000 relates to the depreciation of drainage infrastructure.

Capital drainage works that were undertaken include:

- Guy Street at Robinson St \$20,000 (purchase price)
- Cable Beach \$9,000
- Roebuck Estate main basin \$6,000

Income from headworks contributions was \$105,000 which was transferred to reserve for future use, in each sub-catchment area.

Protection of Environment

Implementation of the Coastal Park Management Plan (which is occurring over a number of years) incurred \$43,600 in 2003/2004. Other expenditure included \$7,700 at Gantheaume Point and \$5,700 on coastal erosion control and signage. Minyirr Park received \$3,900 in pathway improvements.

Town Planning and Regional Development

Expenses in this area were slightly under budget with \$686,000 consisting mainly of employee costs and administration expense allocations. Other items of expenditure included \$6,200 for consultants and \$13,000 in legal expenses. On the revenue side, income from planning fees increased by \$17,000 reflecting a greater number of planning applications.

Other Community Amenities

This function incorporates the provision of public toilets and cemeteries. In the third year of operation the Community Facilities Team was established to take over toilet and bus shelter cleaning from contractors, providing an on-demand service at no additional cost. This year cleaning, maintenance and outgoing costs of public toilets cost \$133,000, plus \$18,000 in materials and \$17,000 in vehicle costs including litter activities.

Expenditure on Cemetery maintenance was \$65,000 being \$8,000 higher than expected to cover vandalism. The cemetery administration provision of \$20,000 was deferred from a delay in the establishment of a cemeteries board and the acquisition of equipment.

COMMUNITY AMENITIES	Budgeted Income	Budgeted Expenses	Actual Income	Actual Expenses
OPERATING				
TOTAL SANITATION - GENERAL REFUSE	1,549,235	1,332,762	1,632,070	1,529,257
TOTAL SANITATION OTHER	1,700	102,938	2,589	126,380
TOTAL SEWERAGE	6,500	13,204	2,478	13,679
TOTAL URBAN STORMWATER DRAINAGE	16,000	155,574	17,463	206,177
TOTAL PROTECTION OF ENVIRONMENT	0	104,230	0	60,290
TOTAL TOWN PLANNING / REGIONAL DEV	121,591	703,052	138,338	686,261
TOTAL OTHER COMMUNITY AMENITIES	25,000	291,607	2,417	337,465
NON OPERATING				
TOTAL SANITATION - GENERAL REFUSE	483,713	651,615	464,191	628,740
TOTAL SANITATION OTHER	0	0	0	0
TOTAL SEWERAGE	0	0	0	0
TOTAL URBAN STORMWATER DRAINAGE	115,000	143,923	110,256	154,052
TOTAL PROTECTION OF ENVIRONMENT	0	10,328	0	3,944
TOTAL TOWN PLANNING / REGIONAL DEV	0	0	0	0
TOTAL OTHER COMMUNITY AMENITIES	15,000	219,408	0	9,031
TOTAL COMMUNITY AMENITIES	2,333,739	3,728,641	2,369,802	3,755,276

Recreation & Culture

Public Halls and Civic Centre

Operating expenditure was \$9,000 lower than expected mainly due to the cessation of the Lotteries House coordinator position, conversely reimbursement revenue was also lower for the same reason.

Swimming Areas & Beaches

Revenue was down \$30,000 because of a delay in grant funding for the proposed town beach boat ramp, conversely, the expenditure was deferred also.

Other Recreation & Sport (Parks & Gardens)

Maintenance of parks, gardens and reserves including the two sporting ovals cost \$1,279,000, which was 3% within the budgeted allocation of \$1,317,000.

Revenue was lower than expected for the following reasons; \$120,000 for CSRFF grant not received because of the deferment of Haynes Oval clubrooms, \$57,000 tree replacement income not required from trust, \$15,000 amphitheatre power project grant not received, \$10,000 developer contribution for POS and \$11,000 less than expected recovery from Water Corporation effluent water power.



**Cable Beach Amphitheatre
Wet Season 2003/04**

Parks & Reserves Maintenance	Actual
Maritana Park Maintenance Exp	21,826
Cygnat Park Maintenance	59,411
Palm Leaf Beetle	7,416
Male Oval	91,707
Haynes Oval	111,941
Miller Park	23,407
Lawrence Park	15,699
Kerr Park	2,457
Bedford Park	64,756
Tolentino Park	20,016
Farrell Reserve	22,970
Cable Beach Reserve Maintenance Exp	147,302
Cable Beach Road Gardens	5,736
Conti Foreshore	12,852
Town Beach	91,359
Civic Centre Gardens	41,648
Dola 5A Park	35,004
Nursery - Operating Expenses	63,919
China Town Gardens	107,528
Roundabouts	70,138
Noxious Weed Control Program	8,646
Guy Street/Port Dve Verges	49,700
Tree Replacement	7,217
Woods Drive Pos	3,651
Chippindall Park	15,133
Demco Park	21,615
Sunset Park Reserve	77,016
Brolga Pk Maintenance - P & G	17,355
Dakas Street Reserve	19,616
High School Basketball Courts	5,536
Solway Park	25,419
Mackie Park	10,524
TOTAL PARKS MAINTENANCE	1,278,520

Construction and improvements of parks, gardens and reserves cost \$326,000 out of a budgeted \$399,000. The major variation was for extra works to Maritana Park offset by lower than expected expenditure at Cable Beach, Town Beach and the Street Tree program.

Capital loan revenue for the Haynes Oval Clubrooms of \$240,000 was also deferred.

Parks & Reserves Capital Works	Budget	Actual
Bedford Park Infra	8,262	
Cable Beach Reserve Infra	72,293	54,694
Cemetery Reserve Infrastructur	6,197	6,094
Chippindall Park Infra	15,491	11,604
Cygnnet Park Improvements	8,262	8,232
Demco Foreshore Plan Year 1 P & G Infra	15,491	5,881
Dola 5A Reserve Infrastructure	4,131	4,560
Farrell Reserve Infra		316
Haynes Oval Reserve	30,983	21,541
Male Oval Reserve	33,048	34,492
Maritana Park Improvements	36,275	61,109
Sunset Pk Reserve Gardens	15,491	14,286
Tolentino Park Infra	25,819	30,862
Town Bch Foreshore Concept Plan Imp Infrastructure	50,605	25,287
Street Tree Program Infrastructure	46,990	20,661
Reticulation Control System	29,950	26,325
TOTAL PARKS CAPITAL WORKS	399,288	325,944

Library Services

The cost of operating the Broome Public Library this year was \$513,000 which was slightly over budget because of extra casual staff hours. The Shire of Broome receives a grant of \$20,000 from LISWA to meet regional service requirements.

Other Culture

This year there were a number of significant variations to budget, with \$31,000 allocated to the Jetty to Jetty feasibility study, \$9,000 to the community signage entry statement, and \$15,000 more than expected of Shire staff time spent in preparing for and clearing up after festivals and events.

The capital income and expense area was significantly affected by the deferral of the grant funded Arts Centre project budgeted at \$4,940,000.

Old Broome Tennis Court redevelopment

During the year \$630,000 was spent on the acquisition of the land from DOLA and some site works. Completion of the site works, sub-division and sale of lots is expected during 2004/2005.

Recreation and Aquatic Centre

The Broome Recreation Centre is an investment into the health and wellbeing of the community delivering a range of services including aquatic, indoor stadium, squash, tennis, basketball and netball facilities. Concessions are given to young people and senior citizens and a number of community programs such as school holiday activities and swim school are promoted.

This year saw higher than expected revenues that enabled the operating performance to conclude with a favourable position \$39,000 ahead of budget. In cash terms the Centre required a net \$732,700 (\$805,500 02/03) from general purpose (municipal) revenue to operate which was significantly lower than the previous year.

	Budget	Actual
INCOME		
Aquatic	103,000	111,838
Creche	4,700	3,945
Programs	132,700	140,780
Membership & Club Fees Received	32,000	47,951
Kiosk & Bar Sales	176,000	202,219
Other Income	24,861	40,496
TOTAL INCOME	473,261	547,229
EXPENDITURE		
Salaries, Wages and Staff expenses	575,964	562,846
Program Expenditure	79,173	70,855
Stadium	210,659	238,906
Aquatic (Excluding staff expenses)	28,800	29,856
Administration	224,170	201,402
Vehicle	2,551	8,783
Depreciation	200,560	201,660
Club Memberships Forwarded	32,000	46,013
Kiosk & Bar Sales	93,000	121,282
TOTAL OPERATING EXPENDITURE	1,446,877	1,481,603
NET OPERATING EXPENDITURE	973,616	934,374

Areas of significant variation to the budget are explained as follows:

- Aquatic fees exceeded budget expectations by 7.7%.
- Program and facility hire revenue exceeded budget by 6%.
- Club memberships were greater than anticipated with the inclusion of swim club activities and growth in tennis club membership. The Shire collects these on behalf of the Clubs and forwards the memberships on. There is a corresponding increase in memberships forwarded expenses. The Rec Centre memberships (as opposed to Club membership) were within budget expectations.
- Kiosk and bar operations had 15% higher than expected turnover with a gross profit of \$81,000 (sales less cost of goods sold) that was in line with budget.

- Other revenue included an injection of \$10,000 funds from the North West Expo and a \$15,700 claim recovery for storm damage.
- Stadium expenditure was higher than expected mainly due to insurance costs for workcover, utilities and parks & gardens expenditure.
- Administration costs were lower than expected because of \$19,000 savings in the budget for consultancy work.

RECREATION AND CULTURE	Budgeted Income	Budgeted Expenses	Actual Income	Actual Expenses
OPERATING				
TOTAL PUBLIC HALLS, CIVIC CENTRES	50,114	159,445	33,522	150,179
TOTAL SWIMMING AREAS & BEACHES	43,500	21,265	43,406	17,537
TOTAL OTHER RECREATION & SPORT	356,677	1,853,981	163,110	1,497,044
TOTAL LIBRARIES	29,660	486,849	31,528	512,830
TOTAL OTHER CULTURE	5,500	122,654	1374	172,878
TOTAL TENNIS COURT REDEVELOPMENT	442,869	77,142	0	7,558
TOTAL SPORT & RECREATION CENTRE -	473,261	1,446,877	547,229	1,481,603
NON OPERATING				
TOTAL PUBLIC HALLS, CIVIC CENTRES	0	4,131	0	6,007
TOTAL SWIMMING AREAS & BEACHES	30,000	64,936	0	6,742
TOTAL OTHER RECREATION & SPORT	374,582	521,148	102,309	427,301
TOTAL LIBRARIES	0	3,000	0	3,139
TOTAL OTHER CULTURE	0	0	0	0
TOTAL TENNIS COURT REDEVELOPMENT	1,078,628	1,003,304	0	630,334
TOTAL SPORT & RECREATION CENTRE	175,000	459,730	5,504	274,663
TOTAL RECREATION AND CULTURE	3,059,791	6,224,462	927,981	5,187,815
ARTS CENTRE – OTHER CULTURE	4,940,000	4,940,000	0	0
GRAND TOTAL RECREATION AND CULTURE	7,999,791	11,164,462	927,981	5,187,815

Transport

Maintenance Of Transport Facilities

Expenditure on maintenance works totals \$1.49 million (\$1.45m 02/03), excluding depreciation of \$965,000, and includes works listed below;

	Expense	
	Budget	Actual
Expenses		
Maintenance Reseals	112,323	102,840
Urban Road Maintenance	804,062	780,924
Rural Road Maintenance	303,273	471,270
Carpark maintenance	56,162	83,504
Bus shelter maintenance	16,848	7,160
Street lighting	123,555	127,779
Verge maintenance	261,959	261,816
Drain slashing	12,780	16,879

Urban road maintenance included significant expenditures on Cable Beach roads West & East (\$74,000), Carnarvon St (\$36,000), Dampier Tce (\$38,000), Gubinge Rd (\$65,000), Reid Rd (\$25,000), Guy St (25,000), and Frederick St (\$29,000).

Rural road maintenance expenditure was higher than expected due mainly to an end of year transfer of unallocated overheads from engineering office (\$43,000) and plant (\$87,000). Significant maintenance time was incurred on Broome - Cape Leveque (\$161,000), Gantheaume Point (\$38,000), Lawrence (\$33,000) and McGuigan (\$33,000) roads.

Construction Of Roads, Car Parks, Street Lighting etc.

This program allocated \$2.19m toward capital works and transfers to reserve, and received \$1.58m from government grants, transfers from reserve and trust accounts, the balance of \$612,000 funded by general purpose municipal funds. The net result was higher than the \$484,000 allocated in the budget.

SUMMARY	Budget Expense	Actual Expense
Roads Urban	575,767	710,059
Roads Rural	796,007	816,638
Chinatown 5Yr Plan	64,936	68,072
Carparks	168,834	71,555
Street Lighting	47,619	46,926
Bus Shelters	16,234	26,424
Footpaths	195,892	209,917
TOTAL	1,865,289	1,949,591

Road Construction

Urban Road variations occurred where Bagot St, as part of the upgrade, was not included in the original budget \$65,000, and extra earthworks were required due to a poor subgrade. Additional unplanned preparation works were required for Chinatown Roads \$40,000, and a revised estimate was required for the Napier Tce widen, seal and kerb project.

Rural Road variations occurred where Willie Creek and Crab Creek Roads were sufficiently serviced by maintenance grading, Djaigween road stage 1 required an additional seal \$29,000 and further Djaigween works were contracted by the Department of Housing & Works \$67,000, which was covered by extra income also.

Road Construction	Budget Expense	Actual Expense
Urban Roads		
Bagot St, Nap-Bme Hwy Widen/Seal	0	65,335
Carnarvon St Improvements - Napier Intersection	64,936	58,483
Chinatown Roads overlay	324,680	365,825
Coghlan St Improvements (Napier - Mac)	27,057	26,626
Guy St Improvements - Herbert St Roundabout	75,759	80,051
Herbert St Improvements - Roberts St Islands	6,494	10,221
Napier Tce-Widen, Seal & Kerb	64,936	91,898
Sam Su Lane - Paving	5,411	3,379
Walcott St Improvements - Saville Intersection	6,494	8,241
Total Urban Roads	575,767	710,059
Rural Roads		
Cape Leveque RD RTR	64,936	69,096
Cape Leveque Rd (const & seal)	54,113	50,000
Cape Leveque Rd (Reforms)	369,053	341,275
Manari Road Construction	13,528	7,588
Bidyadanga	29,221	29,235
Willie Creek Road	10,823	0
Crab Creek Rd -	10,823	0
Yamashita (stage 1)	216,453	195,781
Djaigween Rd (Stage 1)	27,057	56,371
Djaigween Rd Seal (Private works)*	0	67,292
Total Rural Roads	796,007	816,638

*The work on Djaigween Rd was contracted by the Department of Housing & Works.

Carparks

Carpark construction finished under budget due to Demco and Minyirr coastal carparks being delayed for further Rubibi consultation. Gantheaume Point did not proceed due to an expected developer income not being received. Dampier Tce was included in other Chinatown urban road upgrades, Gubinge Rd had preliminary works completed and Hamersley St was required for the Seaview Shopping Centre alterations. Underexpenditure was used for overexpenditure on roadworks.

SUMMARY	Budget Expense	Actual Expense
Carparks		
Coastal Park Locations - Carpark	21,645	0
Cable Beach Upgd - Carpark Const	6,494	12,651
Dampier Tce - Carpark Const.	27,057	4,893
Demco Foreshore Car park	54,113	4,193
Gantheaume Pt - Carpark Const	16,234	0
Gubinge Rd - 3 Sites - Carpark Const	32,468	5,651
Hamersley St - Carpark Const	0	22,138
Napier Tce - Carpark Const	10,823	22,030
Total Carparks	168,834	71,556

Street Lighting, Bus Shelters & Footpaths

Generally, the street lighting upgrades and bus shelters were completed as planned with the exception of a bus shelter at Weld Street. Footpath contractors were deployed across various locations as per the budget with most activity centered around Chinatown, Hamersley St and preparations for the next stages of Roebuck Estate network. Footpaths in new subdivisions are funded by way of developer contributions, not Shire funds.

SUMMARY	Budget Expense	Actual Expense
Street Lighting		
Millington Rd-Nth End To Tar St Lighting	5,411	5,411
Old Broome Streets - General	4,329	4,328
Sam Su Lane St Lighting	5,411	4,351
Short Street Broome H'way To Carnarvon Street Lighting	0	32,836
Old Broome upgrade	32,468	0
Total Street Lighting	47,619	46,926
Bus Shelters		
Bus shelter program	16,234	26,424
Total Bus Shelters	16,234	26,424
Footpaths		
Coghlan St Imp- Mc To Fred 3/4 - Footpaths	19,481	18,424
Haas St - Footpaths	10,823	5,543
Hopton St Rob - Wal - Footpaths	0	9,950
Various	5,411	5,087
Hamersley Street	97,404	78,594
Macpherson St Imp - Cog To Air - Footpaths	15,152	11,530
Bagot (Broome to Nap)	0	14,588
Millington Rd - Cv Pk To Pauls Footpaths)	19,481	0
Napier (Weld to Broome)	6,494	2,376
Reid Road	0	14,212
Pembroke St - Orr To Guy Sts Footpaths	10,823	11,593
Robinson,Guy-Saville Footpaths	0	1,568
Roebuck Estate Stage 1 Footpath	0	776
Roebuck Estate Stage 2 Footpath	0	1,182
Roebuck Estate Stage 3 Footpath	0	2,699
Roebuck Estate Stage 4C Footpath	0	702
Roebuck Estate Stage 4D Footpath	0	10,228
Roebuck Estate Stage 4E Footpath	0	2,819
Roebuck Estate Stage 5 Footpath	0	4,653
Roebuck Estate Stage 6A Footpath	0	1,733
Sunset Park Stage 3 Footpath	0	2,777
Sunset Park Stage 6 Footpath)	0	705
Walcot (Park/Hop)-Inf - Footpath-)	10,823	8,178
Total Footpaths	195,892	209,917

Parking Management

The Shire received \$6,300 from parking infringements with associated expenditure of \$3,900, covering Ranger costs. The net result was \$5,200 under budget estimates.

	Budgeted Income	Budgeted Expenses	Actual Income	Actual Expenses
TRANSPORT				
OPERATING				
TOTAL MTCE STREETS,ROADS,BRIDGES,DEP	550,919	2,709,076	541,037	2,994,830
TOTAL PARKING FACILITIES	12,000	4,367	6,309	3,946
NON OPERATING				
TOTAL CONS STREETS,ROADS,BRIDGES,DEP	1,478,733	1,962,787	1,580,381	2,192,819
TOTAL TRANSPORT	2,041,652	4,676,230	2,127,727	5,191,595

Economic Services

Tourism and Area Promotion

The Shire contributed to the Kimberley Tourism Association an amount of \$160,000 that was raised through differential rates as a tourism loading. The Broome Visitor Centre received \$70,000 plus a maintenance, utilities and insurance contribution of \$10,000, and gardening maintenance of \$26,500. The Broome Enterprise Centre also received a \$6,000 contribution.

The main variations to the budget resulted from reduced amounts being spent on maintenance of the Roebuck Bay caravan park but more utilities expenditure and maintenance performed at the Broome Visitors Centre. Higher than expected revenue was received from Shire directory advertising and caravan park lease income.

The major capital works variance involved sewerage infrastructure at Roebuck Bay caravan park where \$146,000 of the \$400,000 budget was completed, with the balance of works to be completed the following year.

Building Control

Expenses were higher than expected in the area of employment costs with additional FBT and accrued payments on resignation of the Building Surveyor.

Revenue from building licences was lower than expected by \$30,000 reflecting a temporary slow down in the flow of development applications after a surge of applications were received in June 2003 in response to changes to the R-codes due to take effect 1st July 2003.

<u>ECONOMIC SERVICES</u>	Budgeted Income	Budgeted Expenses	Actual Income	Actual Expenses
OPERATING				
TOTAL TOURISM AND AREA PROMOTION	417,134	464,653	441,292	470,633
TOTAL BUILDING CONTROL	161,264	218,741	136,796	239,975
NON OPERATING				
TOTAL TOURISM AND AREA PROMOTION	400,000	525,959	225,000	351,066
TOTAL BUILDING CONTROL	26,000	36,000	0	0
TOTAL ECONOMIC SERVICES	1,004,398	1,245,353	803,088	1,061,674

Other Property & Services

Private Works

During the year the volume of private works activity was lower than expected however the net result of \$47,000 was in line with budget.

Engineering Office

This function of the Shire is responsible for road, drainage and other infrastructure design, surveying and works administration. The main cost are employee and associated costs this year totalling \$658,000. These pooled costs are generally allocated to the engineering works program as overheads to the works labour force.



Peter & Brendon – The Shires' Survey Team.

Revenue from grants and reimbursements varied favourably to budget by \$77,000 after taking into account \$111,000 workers compensation recovery, offset by lower than expected subdivision supervision income \$11,000, plant reserve interest \$7,000 and grant for the Dampier Peninsular transport study \$15,000. Increased costs occurred in the use of casual labour for project engineering, additional office hours by the survey chainman \$12,000, additional \$5,000 cost for the Dampier Peninsular Transport study, saving of \$5,000 on the Roman upgrade consultant, additional light fleet vehicle operating costs \$13,000 and \$23,000 reduced from the level of recovery required from the works program.

Parks & Gardens Overheads

This section pools the overhead costs of the parks and gardens operations. Included are the salaries and associated costs of the supervisors and technical officer, in addition to annual and sick leave of parks personnel, depot and engineering office charges and \$141,000 of plant costs. These costs are then allocated as labour overheads to parks and gardens programs. The actual allocation of overheads was \$1.2 million.

The variations to budget occurred mainly due to changes to cost allocations. Workcare reimbursements and recoveries were \$32,000 lower than expected.

Unclassified

Primarily this sub function incorporates the Shires leased properties. The major variation to budgeted revenue occurred at the Kimberley Regional Offices, down \$97,000. Two tenancies were vacated (\$68,000) and recovery of outgoings were lower than expected (\$31,000) because of the vacancies. Overall maintenance and utilities were higher than expected by \$40,000 and non-cash expenditure of depreciation \$95,000 was unbudgetted.

The KRO also received \$359,000 in capital upgrades to the building (\$250,00), air conditioning (\$11,000), gardens (\$11,000) and carparking (\$87,000).

<u>Property</u>	Operating Expense		Operating Income	
	Budget	Actual	Budget	Actual
Cable Beach Sandbar & Grill	0	0	27,701	26,956
Chu Chuus	9,536	10,053	23,500	7,697
Uppabubbas Kindergarten	1,880	1,880	2,600	3,857
Kimberley Regional Offices	211,946	349,461	583,378	486,133
Old Broome Lock up	2,319	2,202	10,500	9,768
Old Shire Offices	32,896	48,101	90,000	97,526
Office - Cable Beach road	7,843	13,504	13,600	12,500
Turf Club	-	-	2,000	3,000
Broomes Last Resort - carpark	-	-	750	750

General Administration Overheads

Administration is a major part of the Shire of Broome's operations and the costs are allocated out to the various programs for services provided. This section pools the costs prior to allocating them and is summarised below:

	Budget	Actual
OPERATING EXPENDITURE		
Administration salaries and other staff costs	1,290,005	1,652,993
Administration building costs	420,043	510,634
Administration general office expenses	104,700	119,615
Administration other expenses	355,343	285,570
Administration depreciation	74,783	82,295
Administration Vehicles	21,128	24,812
Leave reserve Transfers	70,000	76,540
Administration allocation of net expenses	<u>-1,998,089</u>	<u>-2,441,247</u>
	337,913	311,212
OPERATING INCOME		
Administration grants	14,000	0
Administration staff reimbursements	2,438	1,338
Administration interest	144,868	150,472
Administration reimbursements	39,000	64,837
Administration sales	24,607	20,945
Administration office rental	3,000	2,880
Leave reserve Transfers	100,274	102,692
	328,187	343,164
NON OPERATING EXPENDITURE		
Non Operating Reserves, loans etc..	254,115	316,630
NON OPERATING INCOME		
Non Operating Reserves, loans etc..	278,409	24,409

The \$350,000 variation to salaries is explained by:

- an unbudgeted accrued leave expense of \$127,000. This is a "book figure" and represents an increase in accrued leave (i.e. a reduction in the annual leave taken during the year) compared with the budget.
- higher than expected salary costs \$114,000 due to back pay effect of the 02/03 EBA pay rise,
- unbudgeted expenditure of \$83,000 for the relief CEO, and CEO relocation \$9,000.
- additional recruitment costs of \$18,000.
- casual relief costs for MCS long service leave \$23,000.

Budgeted expenditure on the administration building did not include the non-cash cost of depreciation \$82,000.

Administration other expense savings were made in the areas of insurance \$12,000, consultants not used \$49,000 and doubtful debts unrealised \$5,000.

Non operating expenditure includes \$138,000 repayment of the principal on the loan of the administration building, \$77,000 transfer to leave reserve, \$10,000 transfer to equipment reserve, and \$128,000 transfer to the building reserve. Vehicle purchases of \$55,000 were deferred to the following year.

Non operating income was lower than expected because of the deferment in vehicle trade-in \$40,000 and the non-transfer of building reserve funds \$214,000.

Works Operations

Similar to parks & gardens overheads, this section pools the overhead costs of the works (roads, drainage, footpaths etc) operations. Included are the salaries and associated costs of the supervisors, in addition to annual and sick leave of works personnel and \$95,000 of plant costs. Pooled expenditure of \$1.21 million was allocated to the works program. Variations included backpay of \$20,000 to the works staff as part of legislative negotiations for changes to leave entitlements, \$43,000 of unallocated works staff salaries costed to supervisor salaries.

Capital expenditure on plant was \$545,000 lower than expected by deferrals in the plant replacement program, correspondingly proceeds from sales of existing plant were down \$201,000.

Depot Operations

Pooled costs include \$124,000 of wages and associated costs of the depot mechanics and stores officer and \$253,000 of minor equipment, materials, utilities, maintenance, overhead allocations and depreciation. These costs are allocated to plant and works/parks jobs respectively.

Capital expenditure included improvements to the depot yard sealed area \$23,000, building improvements \$21,000 and minor plant purchases of \$29,000.

Plant Operations

Plant costs are pooled then allocated either directly to an area of responsibility e.g. light vehicles, or on the basis of an hourly rate through timecard allocation for heavy plant and trucks. Pooled costs this financial year have included plant repair wages \$389,000, Tyres & Parts \$241,000, Insurance & licences \$62,000, Fuel & Oil \$240,000 and depreciation \$710,000.

IT Operations

Is a pooled cost area that is allocated according to where services are provided. Operating costs included equipment & software leases \$28,000, licences & support \$35,000, equipment maintenance and supplies \$34,000 and minor equipment purchases \$20,000.

Capital expenditure on PC's and system hardware was \$81,000, with associated software another \$16,000.

OTHER PROPERTY AND SERVICES	Budgeted Income	Budgeted Expenses	Actual Income	Actual Expenses
OPERATING				
TOTAL PRIVATE WORKS	162,000	117,707	115,301	68,367
TOTAL ENGINEERING OFFICE	68,233	68,814	145,818	145,818
TOTAL PARKS & GARDENS OPERATIONS	45,998	42,268	14,181	14,181
TOTAL SALARIES & WAGES	0	0	0	29,350
TOTAL UNCLASSIFIED	779,029	400,538	664,855	558,986
TOTAL GENERAL ADMINISTRATION O'HEADS	328,187	337,913	343,164	311,212
TOTAL WORKS OPERATIONS	150,703	191,308	60,352	60,352
TOTAL DEPOT OPERATIONS	0	1	65	65
TOTAL STAFF HOUSING	182,260	182,260	189,696	201,077
TOTAL IT OPERATIONS	0	0	2,462	2,462
NON OPERATING				
TOTAL PRIVATE WORKS	0	0	0	0
TOTAL ENGINEERING OFFICE	242,661	150,603	216,660	525,468
TOTAL PARKS & GARDENS OPERATIONS	89,261	159,513	43,091	98,737
TOTAL SALARIES & WAGES				
TOTAL UNCLASSIFIED	0	377,275	164,000	370,888
TOTAL GENERAL ADMINISTRATION O'HEADS	278,409	254,115	24,409	316,630
TOTAL WORKS OPERATIONS	278,672	817,923	77,273	272,288
TOTAL DEPOT OPERATIONS	10,000	46,291	18,909	83,288
TOTAL STAFF HOUSING	0	0	0	0
TOTAL IT OPERATIONS	0	24,170	71,100	97,303
TOTAL OTHER PROPERTY AND SERVICES	2,615,413	3,170,699	2,151,336	3,156,472

SHIRE OF BROOME

Report on Council's Principal Activities for 2003/2004

Under the Local Government Act 1995, the Shire of Broome is obliged to report on all Principal Activities commenced during the financial year, the Local Governments performance with regard to those activities and an overview of those Principal Activities which are proposed to continue or commence into next financial year.

The Principal Activity Plan is based on the Shires five-year strategic financial plan and includes those projects Councils considers are significant. Significant is defined as:

- a major capital works project to be undertaken;
- a major service to be provided worth more than \$250,000;
- a program for the replacement of major assets;
- major land transactions worth more than \$500,000; and
- major trading undertakings (taken on with a view to make a profit) worth more than \$250,000.

Council adopted its revised plan of Principal Activities in May 2004 covering the five years to 2009. The plan was compiled after consultation with the community and is reviewed on an annual basis. A summary of those Principal Activities is provided.

The following activities were commenced in 2003/2004 or are due to be commenced in 2004/2005.

Principal Activities

DOLA 5C Drainage Works

It is envisaged that the State Government will shortly be releasing residential land from a portion of the DOLA 5C subdivision. The developer will need to provide for the drainage of storm water off the lots and it is likely that the Shire of Broome will undertake the design and construction.

- Objective:** To provide drainage infrastructure, which meets the capacity, required to adequately drain urban areas and directs the flows the drainage basins in accordance with the Shire of Broome drainage strategy.
- Cost/funding:** Approximately \$1.1 million has been allowed for in 2003 - 2005 for this work. Most costs will be met by developer contributions.
- Outcome:** Adequate collection of storm water run off from the subdivision, which is directed into major drainage systems and does not accumulate in the built up urban areas.
- Result:** In 2003/2004 the State Government was still in the process of negotiating with Native Title claimants for the release of this parcel of land. As such no progress was made on this Principal Activity.

Upgrade of Civic Centre

Council included a provision in its previous financial plan for the upgrade of the civic centre. At the time it was stated that the building requires some significant modifications and upgrading if it is to achieve the objective of meeting performing artists and community needs.

Since that time the State Government has advised of a \$5 million grant for the provision of an Arts Centre in Broome. The Civic Centre may or may not be a suitable venue, but regardless, the building requires injection of capital to ensure its longevity.

- Objective:** Restore, maintain and enhance the Civic Centre to meet the needs of the community over the next 15-20 years.
- Cost/funding:** A notional \$500,000 has been allowed for in 2005/2006. This will be met by the Shires Municipal funds.
- Outcome:** Increased usage of the Civic Centre.
- Result:** The future use of the Civic Centre is still being discussed as part of the Arts Centre Project. The current concept proposes for the Centre to be used as a Regional Art Gallery. The \$500,000 is still included in the Shires Financial Plan although it is likely this will not be applied until 2007.

Redevelopment Of Former Recreation Reserves

In 2002 the Broome Recreation and Aquatic Centre was completed including new tennis and netball courts. The land reserved for the old courts has now become surplus to Shires needs and there is an opportunity to dispose of the land, with the proceeds being applied to the next stage of the recreation centre. It is proposed that the tennis courts will be redeveloped in 2004/2005. Due to height restrictions redevelopment of the netball court reserve has been deferred.



Old Tennis Courts land – soon to be residential land

Objective: To develop the sites of the Broome Tennis courts for residential purposes and yield additional revenue (profit) that will be applied to Stage 2 of the Broome Sport and Recreation Centre.

Cost/funding: The acquisition cost of the tennis courts reserves was \$547,000, further development costs of \$54,000 for demolition, drainage and site works were completed in 2003/2004. Future professional and development costs of \$518,000 are anticipated during 2004/2005 to complete the project. The latest estimate of proceeds from sale of the eleven lots created will yield \$1,719,000, giving a projected profit result of \$600,000.

The net profit will be put into a reserve and used in 2004/2005.

Outcome: To complete the project by the end of 2004/2005. This will realise profits within three months from completion date.

Result: The project is six months behind schedule. In 2003/2004 the Shire purchased the land from the Department of Land Administration and undertook some design work. In addition, subdivision approvals and rezoning were sought. The completion of the project is now scheduled for early June 2005 when the lots will be offered for sale.

Stage 2 Broome Recreation Centre

In the mid '90's the Shire undertook a feasibility study into recreation facilities for Broome that identified and prioritised requirements for future years. As part of that study, sporting facilities for field sports was highlighted as being inadequate to meet future community needs. Council has planned for some time to implement stage 2 of the Broome Recreation and Aquatic Centre, which includes playing fields, lighting and clubrooms.

Objective: To continue to meet the sport and recreation requirements of the community (as identified in the feasibility study) by providing the required infrastructure, within the Shires financial capacity.

Cost/funding: The estimated cost of Stage 2 is \$4.6 million. Grant funding of \$1.70 million will be provided from the Ministry of Sport and Recreation and other sources. Shire reserves will fund a further \$600,000. The balance will be covered by borrowings over a term of 15 years.

Outcome: Increased usage of the Shires sport and recreation facilities, to meet community needs and expectations, promotion of health and fitness.

Result: In 2003/2004 grant funding of \$1,000,000 was confirmed from the Department of Sport and Recreation. The funding paid in two equal instalments is due in 2005/2006 and 2006/2007. Design work commenced in 2004 and some infrastructure was put in place as part of the effluent water reuse scheme. Looking ahead, 2004/2005 will see the completion of the design and formation of the ovals, 2005/2006 will see reticulation, lighting and turf installed and commencement of design work for the change rooms. 2006/2007 stage 2 will be completed with the construction of the change rooms, shade and car parking.



Aqua Aerobics at BRAC

Parks and Gardens Parks Program

Objective: To provide additional parks and gardens that meets the needs of a growing community, within the Shires financial capacity.

Cost/funding: The estimated cost is \$2,000,000 over the period of the plan mostly funded from municipal funds.

Outcome: Increased opportunities to relax and participate in sport in a pleasant outdoor environment meeting community needs and expectations.

Result: Maintenance of parks, gardens and reserves including the two sporting ovals cost \$1,279,000, which was a 3% within the budgeted allocation of \$1,317,000. Construction and improvements of parks, gardens and reserves cost \$326,000 out of a budgeted \$399,000.

Engineering Works Program

Objective: To provide additional infrastructure that meets the needs of a growing community, in balance with the provision of services and infrastructure.

Cost/Funding: The overall Engineering works budget has been set at an average of \$2.7 million per year, but varies from year to year depending upon external funding.

Roads Expenditure on roads varies depending on the other engineering capital works included, but generally averages \$1.1 million spent on roads each year. Funding from various grants including specific road grants and Roads To Recovery (\$265,000 per year 2002/2006 only) averages \$770,000 per year, with the balance of funds coming from municipal funds.

Footpaths Expenditure on footpaths varies depending on the other engineering capital works included and available funds and averages \$210,000 per year over the period of the plan. This peaks at \$244,000 in 2007/2008. Funding for footpaths is partly met by Country Pathways and developer contributions of about \$80,000 annually. The balance of funds comes from municipal funds.

Carparks	Expenditure on carparks varies depending on the level of development and averages \$270,000 per year over the period of the plan. The expenditure is largely funded from developer contributions or grants and averages \$150,000 per year. The balance of funds comes from municipal funds or prior year contributions.
Street lights	The expenditure on street lighting programs averages \$84,000 per year over the period of the plan. Funding for lighting is partly met by Roads To Recovery (\$25,000 per year 2002/2005 only) and developer contributions of about \$22,000 annually. The balance of funds comes from municipal funds.
Other	The Chinatown strategy has been allocated \$110,000 over the next 5 years, to widen footpaths and provide street furniture. This was identified in the Chinatown Strategy Plan devised and adopted by Council. All works are funded from municipal funds.
Outcome:	Maximise funding opportunities from Commonwealth and State Governments. Implement program in the scheduled year within budget.
Result:	Expenditure on maintenance works totals \$1.49 million (\$1.45m 02/03), excluding depreciation of \$965,000.

Rural road maintenance included significant expenditures on Broome - Cape Leveque (\$161,000), Gantheaume Point (\$38,000), Lawrence (\$33,000) and McGuigan (\$33,000) roads.

Urban road maintenance included significant expenditures on Cable Beach roads West & East (\$74,000), Carnarvon St (\$36,000), Dampier Tce (\$38,000), Gubinge Rd (\$65,000), Reid Rd (\$25,000), Guy St (25,000), and Frederick St (\$29,000).

The construction program allocated \$2.19m toward capital works and transfers to reserve, and received \$1.58m from government grants, transfers from reserve and trust accounts, the balance of \$612,000 funded by general purpose municipal funds.

Construction expenditure for 2003/2004 included urban roads \$710,000, rural roads \$817,000, Chinatown 5 year plan \$68,000, carparks \$72,000, streetlighting \$47,000, bus shelters \$26,000 and footpaths \$210,000.

Roebuck Bay Caravan Park Sewerage Upgrade

Council commissioned consultants to prepare a report on the refurbishment of the Roebuck Bay Caravan Park. Two major areas were identified as requiring improvements, these being the electrical and sewerage services. The electrical works have been completed and it is planned to complete the sewerage works over the next few years.

- Objective: To connect the caravan park to the town sewerage system.
- Cost/funding: The total cost of the project in the plan is \$400,000 with \$146,000 completed in 2003/2004 and the balance of \$254,000 finalised in 2004/2005. This project is funded a by borrowings over 4 years repaid from municipal funds.
- Outcome: A more reliable sewerage disposal system which will cater for the peak population of the caravan park.

Broome Visitor Centre Redevelopment

It has been acknowledged by Council and staff that the Broome Tourist Bureau is inadequate to meet the needs of the increasing tourist population arriving in Broome each year and the building itself has aged significantly and requires major works. The BTB Committee are currently undertaking a feasibility study to determine requirements for either an upgrade or new building. An amount of \$500,000 towards the cost of the project has been provided for in the 05/06 financial year.

- Objective: To provide a suitable facility for one stop tourist services including information, bookings etc.
- Cost/funding: \$500,000 in year 2005/2006 towards the total cost of the project, funded from municipal funds. Whilst these funds have been earmarked it is envisaged that further funds including grants will need to be secured.
- Outcome: Secure funding from other spheres of Government or relevant organizations. Provide a suitable facility to operate a one-stop tourist shop. Easy access to tourists and other visitors.
- Result: In 2003/2004 the Broome Visitor centre secured Sustainable Regions funding of \$500,000 towards the construction of a new Visitor Centre. The project will commence in 2004/2005 with the formation of an Advisory Committee to Council and the completion of the concept plan, architects brief, architectural drawings and construction contract by the end of the financial year. The Shire of Broome has made provision for \$500,000 in the 2004/2005 budget.

Plant and Vehicle Replacement/Purchase Program

- Objective: To maximise the utility and return on each asset through cost effective and efficient buying, maintenance and replacement practices and policies.
- Cost/funding: As per the plant and vehicle replacement program the average present day value of net funding averages at approximately \$510,000 pa. Purchases are usually funded from municipal transfers to/from reserves.
- Outcome:
- An asset valuation, maintenance and replacement program
 - An annual assessment of plant operating costs compared to the previous 5 years expenditure
 - A complete full inventory and valuation of all the Shire's property including buildings, plant and equipment;
- Result: Plant operating costs in 2003/2004 have included plant repair wages \$389,000, Tyres & Parts \$241,000, Insurance & licences \$62,000, Fuel & Oil \$240,000 and depreciation \$710,000.

Complaints Management Policy

In November 2000, Council adopted a Complaints Management Policy to effectively deal with complaints and feedback from individuals and groups.

During the period 1 July 2003 – 30 June 2004, 11 complaints were received by the Shire on various matters within the municipality, and generally related to the following matters:

- Antisocial Behaviour
- Footpaths and access points
- Traffic concerns

In most cases complaints are dealt within the timeframe specified within the Shire Policy and usually at the first or second tier.

Record Keeping Plan

The Shire of Broome is committed to good and compliant record keeping practices and compliance with legislation, including the State Records Act 2000. In accordance with this Act, the Shire of Broome submitted its 'Record Keeping Plan' to the State Records Commission and received approval for a period of three (3) years.

The Plan outlines a number of initiatives to be implemented to bring the Shire of Broome's record keeping process in-line with best practice and will include not only upgrading the current technology, processes but also induction and training for staff.



The Ghost Ship at rest in Roebuck Bay – the infamous Ghost Ship was originally approved to be sunk as an artificial reef off Broome. However following further consideration it was demolished and the pieces were buried at the Waste Disposal Site.

Disability Services Plan Implementation

The Shire of Broome is committed to ensuring that people with disabilities are included in our community and are able to access the same level of services as other residents and visitors to the town. The Shire does this through the ongoing development and implementation of a Disability Services Plan (DSP).

The Shire of Broome Disability Services Plan focuses on the following key areas:

- Information on the Shires functions, facilities and services (all provided in-house);
- A policy statement about The Shires commitment to addressing the issue of access for people with disabilities, their families and carers;
- A description of the process used to consult with people with disabilities, their families, carers, disability organisations and relevant community groups;
- The identification of objectives and strategies to overcome barriers that people with disabilities and community representatives, in conjunction with Shire Officers, identified during the consultation process;
- Dates and the identification of the persons responsible for the proposed strategies;
- A method of review and evaluation of the plan;
- Information about how the plan is being communicated to staff, people with disabilities and the general public.

The Shire carries out an upgrade program each year, which involves the modification of existing facilities to ensure they are suitable for use by the disabled. In conjunction with this new developments and works are also assessed to ensure they are suited to use by the disabled.

Information relating to Shire activities and documents is widely publicised in a variety of media to ensure that the information is accessible to all sectors of the community. Use of several local radio stations, for Shire information, enables us to communicate more effectively with vision impaired people, whilst a monthly half page column in the local community newspaper and the Shire Newsletter provides an opportunity for hearing impaired people to learn about Shires activities and initiatives.

Liaison is undertaken with Disability Services Commission staff to ensure that specific items or issues that are raised are addressed as quickly as possible.

SHIRE OF BROOME

Engineering Department Report

The capital works and associated programs continued as planned. Additional new subdivision roads and several new Reserves were added to the Shire assets and all ongoing maintenance programs were completed.

The following capital works were of note:

Works

- Reconstruct and seal Bagot St and Napier Tce, incl new roundabout.
- Resheet and drainage works Bidyadanga Road.
- Completion of construction and seal works Djaigween Road.
- Contribution to joint MRWA construct and seal works Broome-Cape Leveque Rd, Lombadina to One Arm Point section.
- Drainage and formation works on Broome – Cape Leveque Road.
- Construct and seal last section of Kanagae Road, 12 Mile.
- Construct and paving to Yamashita Rd, 12 Mile.
- Construction of additional footpaths in Hamersley St, various Sunset Park and Roebuck Estate roads, Coghlan, Haas, McPherson, Pembroke, Hopton Steets.
- Black Spot works at several Old Broome intersections.
- Chemical treatment to Gantheaume Point, for dust control.
- Drainage works.
- Stage 1 Chinatown Strategy works, Napier Tce, Dampier Tce and Short St..
- Reseal to section of Broome – Cape Leveque Road.
- New carparks at KRO building, incl upgraded path works.
- Alterations to Hamersley St for new Seaview shops.

Parks & Gardens

- Extension of effluent reuse pipe to BRAC including new storage tank, fencing, and control gear, ready for later use for new Stage 2 ovals.
- Ongoing street tree replacement and new tree programs.
- Capital works at Reserves including play equipment at Tolentino.
- Further construction of new Parks at Sunset Park and Reid Road subdivisions, at cost of the developers.
- Supply of new stairs for Surf Club beach access.
- New shade structures at Sunset park, Town beach and Chippindal Park.
- Purchase of new decking for DeMarchi walkway.
- Further works at the DEMCO foreshore reserve.
- Brick paving to Wackett structure.



New Play Equipment at Tolentino Reserve

Other

- Stage 3 of Old Broome Street Light Upgrade program.
- New Street lights Port Drive, Cable Beach Road East to Reid road in conjunction with Main Roads Western Australia.

Emergency Works

- Precyclone clean-up carried out to all residential areas as well as annual drain clean outs

SHIRE OF BROOME

Environmental Health Department's Report

ENVIRONMENTAL HEALTH WITHIN THE TOWNSITE

Staff in the Environmental Health section of the Shire of Broome continue to undertake a large number of inspections of food premises, septic tank installations, and public buildings, to ensure a high standard of these services are provided in the town.

Staff also respond to and investigate noise complaints, enquiries about handling and disposal of asbestos, and mosquito-borne viruses.

Part of the monitoring of mosquito-borne viruses includes the Sentinel chicken bleeding program, which allows the Shire to give an early warning signal to the community when mosquito viruses are most prevalent.

Waste Management Strategy

Council adopted an Updated Operational Management Plan for the Shire of Broome Waste Management Facility in April 2004, which outlines the operation of the above-ground landfill and takes into account the proposed Liquified Natural Gas storage facility on the Waste Management Facility Reserve.

The first lift of the above-ground landfill has commenced, and is taking shape as more refuse is deposited, compacted and covered. Users of the facility would have noticed the different vehicle access areas for commercial and domestic refuse disposal.

Recycling is becoming more prominent at the Broome Waste Management Facility with car batteries and car bodies stockpiled for regular freight to Perth, for recycling. Waste sump oil is stored in a large tank for collection and recycling by Nationwide Oil.

After 2 years, Kerbside Recycling in the Broome townsite continues to be successful, with a participation rate of around 75%.

Council plans to consider extending the program to include recycling in commercial areas when the Refuse and Recycling contract comes up for tender.

The sampling of food, swimming pools, effluent waters and ocean waters has continued on a regular basis for over ten years which would contribute to receipt of results which are usually within recommended levels.

Community Clean Up Crew

This team of workers continue to do an excellent job cleaning up the litter hot spots around town.

They have been of great assistance to the organisers of special events as they can take control of the refuse and litter issues as part of Shires in-kind support for such events.

Irukandji Syndrome

The issue of members of the public being stung by marine stingers causing the syndrome known as Irukandji has received a lot of publicity over the last few years.

As a result a committee has been formed comprising staff from the:

- Kimberley Public Health Unit
- Broome Regional Hospital
- Pearl Producers Association
- Shire - both the health department and lifeguard service



Irukandji specimen

The Shire lifeguard is to be congratulated for his efforts in assisting the researcher, learning to be able to identify marine stingers and in dragging the beach to determine their presence.

The committee addresses issues surrounding Irukandji syndrome and has put in place measures to ensure the beach goers are warned of the dangers and precautions they should take to avoid coming in contact with marine stingers and actions to be taken if stung.

Irukandji is not an environmental health matter as such because there are no hygiene or sanitation processes that can be established to combat it, it is really a medical issue nevertheless, it's an issue the Shire should be involved in.

Much progress has been made by the collaborative approach of all groups represented on the committee and everyone is more aware now of the dangers and various actions have been taken to minimise the risk.

Some of the actions have included:

- Arranging a study to be carried by a Senior Researcher from School of Marine Biology James Cook University. This study has identified a new (yet to be named) species of marine stinger that appears to be found only in waters around Broome.
- Dragging of the waters at Cable Beach to determine if marine stingers are present.
- Setting protocols for closure of the water adjacent to the beach in the event of someone being stung or marine stingers being discovered during routine drags.
- Production of a locally made video and information pamphlets for educational purposes.
- Establishment of a school education program.

Aboriginal Environmental Health

The year commenced with a large undertaking, involving surveying, as part of the state-wide Environmental Health Needs Survey (EHNS), each of the 95 discrete Aboriginal communities within the Broome region. This was conducted over a period of 5 months. The results will be used for planning purposes by agencies such as Dept of Housing & Works and the Department of Indigenous Affairs.

During the year the Dept of Health (DoH) reviewed the Aboriginal Environmental Health Program as part of a wider review of all external contracts.

Shire staff made a comprehensive submission to this review and the results were very satisfying, with DoH not only deciding to continue the program, but also extend the funding contracts from the existing annual arrangements to three yearly contracts, commencing 04/05.

Two other Reports also commended the WA model of delivering Environmental Health Services to remote Aboriginal communities.

Once the EHNS was completed, efforts of the Shire EHO were focussed on the following issues -:

- Capacity building of Community Environmental Health Workers - these nine positions, funded by DoH, have a key role in bringing about positive changes at a community level.
- Water Quality - some communities continue to receive water that does not meet NH&MRC Guidelines. Also advocating for a Dampier Peninsular Water Management Plan to address broader water issues.
- Health Promotion and Training - emphasis on reaching school-age children with messages on good nutrition and keeping 'country' clean. Increased involvement in the Environmental Health Worker TAFE training component.
- Housing standards - ongoing good rapport with Dept of Housing & Works and other resource agencies in addressing issues of substandard housing.

SHIRE OF BROOME

Planning and Building Departments Report

It has been an interesting and busy past year for the Planning and Building departments within the Shire.

Whilst the Planning and Building departments are separate, they do work very closely in assessing all developments within the Shire and have adopted the principle of discussion before application to ensure that unnecessary delays and costs are avoided when lodging either a Planning or Building application.

Healthy numbers of tourist, commercial, grouped dwellings and industrial Development Approvals have been processed, with 251 planning approval issued for this period.

In terms of Building Licences 437 were issued for this period, with the majority being for residential buildings, with 149 new dwellings approved for construction. This figure is slightly less than the 200 issued for the same period last year and is a reflection of the lack of land availability and increasing costs of construction.

Both the planning and building departments continue to experience difficulties in attracting and retaining professional staff and this continues to impact on the level of service delivery to the community. Both departments strive to provide professional services to the community within the capabilities of the resources available.

Major developments and achievements over the past year included:

- Preparation, adoption and implementation of Community Layout Plans for emerging Aboriginal Communities within the Shire.
- Tourist accommodation developments.
- Commercial expansion in Chinatown.
- Additional subdivision stages in Sunset Park and Roebuck Estate
- Adoption of the Cable Beach 5B Development Plan, with stage one of the residential estate being released and developed.

The service agreements with the five major Aboriginal communities for the Shire to provide specific Local Government services in Building, Planning, and Health have been operational for the several years and continually improve the standard of planning, building and health in the communities.

With Broome's current growth rate being at 6 percent the next twelve months looks to be even busier and more challenging with the development of the new powerhouse, additional tourist developments, and further stages of Roebuck Estate and Sunset Park being released.



Cable Beach at low tide

SHIRE OF BROOME

Librarian's Report

The following written, statistical and graphical information seeks to give an overview of the library service and operations for 2003/04

The figures have been broken down to reflect the volume and variety of library transactions and library clientele.

STAFF

Library Manager, Assistant Librarian, 1 full time Library Clerk and 3 part-time Library Clerks.

STOCK

Library stock can be broadly grouped into 3 categories, adult, junior and reference. Formats include books, magazines, manuscripts, videos, cassettes, CD-roms and DVD's

LISWA Stock		18,722*
Local Stock		4,325
	Total	23,047

* stock provided by Library and Information Service of Western Australia.

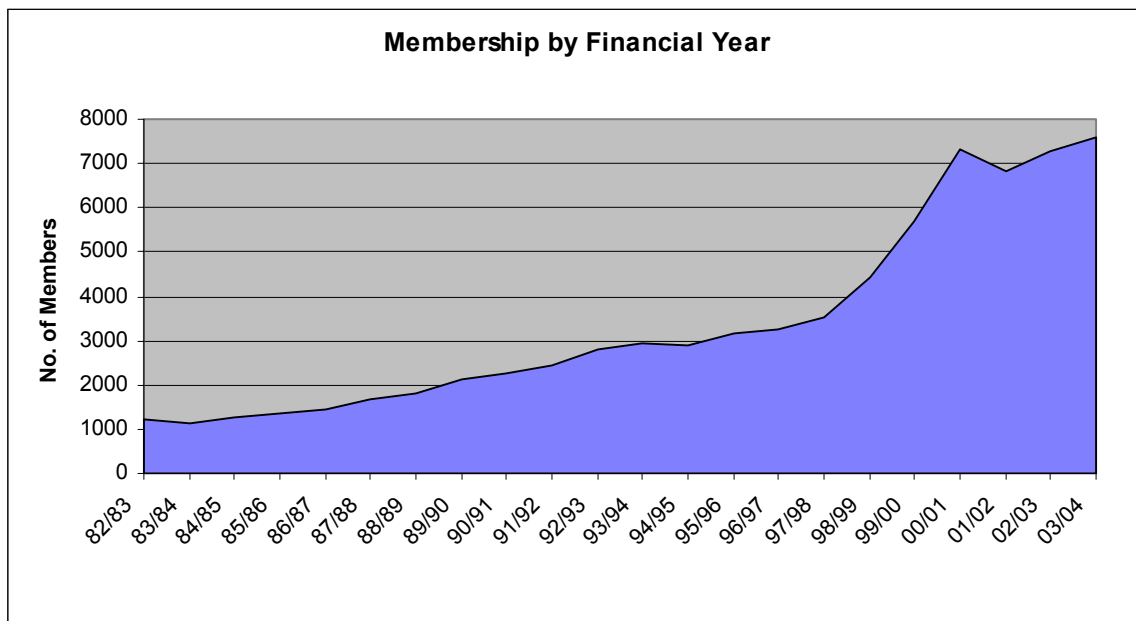
MEMBERSHIP

Members can be broadly grouped into residents, non-residents, institutions and other libraries.

Residents		
Adult		4,612
Junior		1,342
Non-Residents		
Traveller		639*
Visitor		400*
Institutions		188
Total		7181
Expired Memberships		-1,228

* Traveller - has membership to another WA library

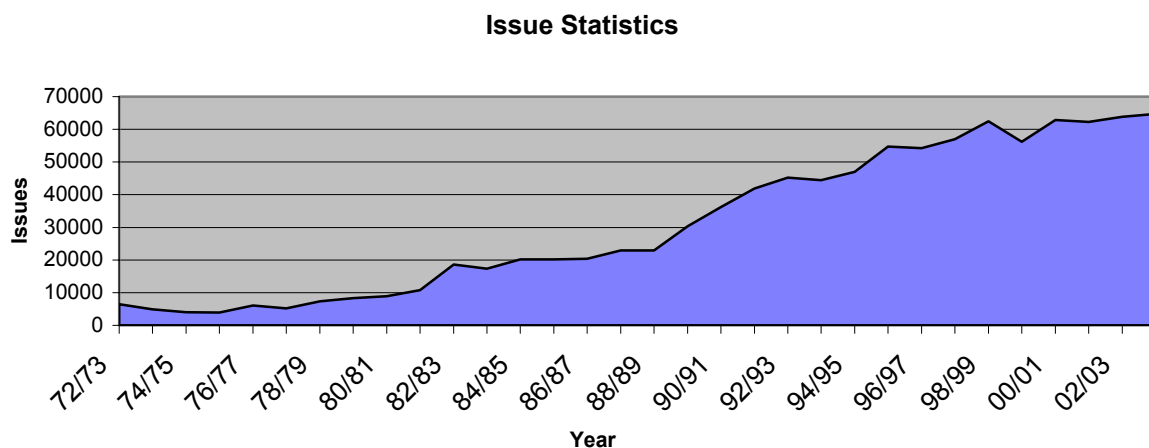
- Visitor – pays a refundable deposit



LIBRARY USAGE

Issues

Adult Fiction	28,002
Adult Non-fiction	20,120
Junior	16,527
Returns	
Daily	57,565
Total Transactions	12,2238



OPAC Enquiries (online public access catalogue)	24,614
Reservations	3,925
Satisfied Reservations	3,748
Public Access Internet Terminals – number of page hits	120,000 average per month

EXTENSION ACTIVITIES

Storytime

A weekly session for 3 – 5 year olds. 502 children have attended taken part

Meet the Author Evenings

This year included, among others Rob Hirst, Jukuna Mona Chuguna, Pat Lowe, Eirlys Richards, Mark Greenwood, Melissa Lucashenko and Donna Rawlins

Children's Book Week

An annual national celebration of children's literature involving the library and all the local schools. This years visiting author was Donna Rawlins

Exhibitions

Cotton industry display, St Mary's Fashion Awards, Worn Art, Cyclone Season

Library & Information Week

A manned display was held at the Boulevard Shopping centre with storytime activities on the Tuesday.

NorthWest Expo

Staff took part in the Shire display at BRAC

@ your library campaign

As part of a state wide campaign the library participated by having Holiday fun @ your library, Just Ask @ your library, Business information @ your library, Life is learning @ your library, Thankyou day @ your library



One of the many "Meet the Author" evenings held at the Shire of Broome Library.

Shire Of Broome



FINANCIAL STATEMENT OF ACCOUNTS

FOR THE YEAR ENDED 30 JUNE 2004

Local Government Act 1995

Local Government (Financial Management) Regulations 1996

STATEMENT BY CEO

The attached financial report of the Shire of Broome being the annual financial report and supporting notes and other information for the financial year ended 30 June 2004 are in my opinion properly drawn up to present fairly the financial position of the Shire of Broome at 30 June 2004 and the results of the operations for the financial year then ended in accordance with the Australian Accounting Standards (except to the extent that these have been varied in the Statement of Accounting Policies required by Australian Accounting Standard AAS 6 "Accounting Policies" and the accompanying notes to the annual financial report) and comply with the provisions of the Local Government Act 1995 and the regulations under that Act.

Signed on the 12th day of November, 2004



Ian Bodill
Chief Executive Officer

**INDEPENDENT AUDITOR'S REPORT
TO THE RATEPAYERS OF THE SHIRE OF BROOME**

SCOPE

We have audited the accompanying financial report of the Shire of Broome for the year ended 30 June, 2004 as set out on pages 1 to 34. The Council is responsible for the preparation and presentation of the financial report and the information contained therein. We have conducted an independent audit of the financial report in order to express an opinion on it to the ratepayers of the Shire of Broome.

Our audit has been conducted in accordance with Australian Auditing Standards to provide a reasonable level of assurance as to whether the financial report is free of material misstatement. Our procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial report, and the evaluation of accounting policies and significant accounting estimates. These procedures have been undertaken to form an opinion as to whether in all material respects, the financial report is presented fairly in accordance with the requirements of the Local Government Act 1995, Local Government (Financial Management) Regulations 1996, Australian Accounting Standards and other mandatory professional reporting requirements so as to present a view of the Shire of Broome which is consistent with our understanding of its financial position and the results of its operations and cash flows.

The audit opinion expressed in this report has been formed on the above basis

AUDIT OPINION

In our opinion, the financial report presents fairly the financial position of the Shire of Broome as at 30 June, 2004 and the results of its operations and cash flows for the year then ended in accordance with the requirements of the Local Government Act, Local Government (Financial Management) Regulations, applicable Accounting Standards and other mandatory professional reporting requirements.

STATUTORY COMPLIANCE

We did not, during the course of our audit, become aware of any instances where the Council did not comply with the requirements of the Local Government Act and Local Government (Financial Management) Regulations.



HALL CHADWICK
Chartered Accountants



MICHAEL J HILLGROVE
Partner

DATED at PERTH this 22nd day of

November 2004

Head Office
Level 40
BankWest Tower
105 St George's Terrace
Perth 6000
Western Australia
GPO Box W2106
PERTH WA 6846

Telephone: (08) 9320
Facsimile: (08) 9320

Kalgoorlie Office
Suite 1, 47 Brookman
Kalgoorlie 6430
Western Australia

Telephone: (08) 9021

Bunbury Office
Suite 1, 9A Wittenoom
Bunbury 6230
Western Australia

Telephone: (08) 9791

Busselton Office
Suite 2
58 Bussell Highway
Busselton 6280
Western Australia

Telephone: (08) 9751

Email: hcpinfo@hallchadwick.com
www.hallchadwick.com

Other firms in:
Sydney
Melbourne
Adelaide
Brisbane

Hall Chadwick Perth 5

- Assurance and Risk Management
- Corporate Taxation
- Business Valuation & Expert's Reports
- Corporate Finance
- Strategic Planning
- Business and Corpo Restructuring
- Corporate and Pers Insolvency
- Financial Investigati
- Non-Statutory Arrangements with Creditors

National Association
Hall Chadwick
International Associat
AGN International

TABLE OF CONTENTS

NOTE	SUBJECT	PAGE
	STATEMENT BY CHIEF EXECUTIVE OFFICER	
	AUDITORS REPORT	
	OPERATING STATEMENT	
	STATEMENT OF FINANCIAL POSITION	2
	STATEMENT OF CHANGES IN EQUITY	
	STATEMENT OF CASH FLOWS	4
	NOTES TO THE AND FORMING PART OF THE FINANCIAL STATEMENT	
	Significant Accounting Policies	5
	(a) Basis Of Accounting	5
	(b) The Local Government Reporting Entity	5
	(c) Property, Plant and Equipment	5
	(d) Depreciation of Non - Current Assets	6
	(e) Land Held For Resale (Old Tennis Courts)	6
	(f) Rates, Grants, Donations and Other Contributions	7
	(g) Provisions for Employee Entitlements	7
	(h) Superannuation Fund	7
	(i) Cash	8
	(j) Investments	8
	(k) Allocation between Current and Non-current Liabilities	8
	(l) Cash Backed Reserves	8
	(m) Trust Management	8
	(n) GST	8
	(o) Leases	8
	(p) Interest Rate Risk	9
	(q) Credit Risk	9
	(r) Rounding Off Figures	9
	(s) Comparative Figures	9
	(t) Impacts of Adopting Australian Equivalents to International Financial Reporting Standards (IFRs)	9
2.	Description Of Functions/Activities	10
3.	Operating Revenues and Expenses	11
	(a) Charging as Expenses	11
	(b) Crediting as Income	11
4	Operating Revenue And Expenses By Nature And Type	11

NOTE	SUBJECT	PAGE
21.	Councillor's Expenses and Fees	30
22.	Major Land Transactions	30
23.	Trading Undertakings	30
24.	Capital and Leasing Commitments	31
	(a) Capital Expenditure Commitments Contracted For	31
	(b) Operating Lease Payments Contracted For	31
25.	Contingent Liabilities	31
26.	Financial Instruments	32
	(a) Interest Rate Risk	32
	(b) Credit Risk Exposure	32
	(c) Disclosure	32
27.	Performance Measures	33
	(a) Current Ratio	33
	(b) Debt Ratio	33
	(c) Debt Service Ratio	33
	(d) Rate Coverage Ratio	33
	(e) Outstanding Rates Ratio	33
28.	Significant Items	33
29.	Non Cash Transactions (Excluding Accruals)	33
30.	Employees	34

SHIRE OF BROOME
OPERATING STATEMENT FOR
YEAR ENDED 30TH JUNE 2004

	2003/2004 ACTUAL	2003/2004 BUDGET	2002/2003 ACTUAL
	\$	\$	\$
Revenues From Ordinary Activities			
Governance	14,295	4,900	15,351
General Purpose Income - Rates	6,235,479	6,104,958	5,590,318
General Purpose Income - Other	2,071,560	2,069,593	2,116,599
Law, Order, Public Safety	177,937	188,699	52,501
Health	134,072	143,094	85,822
Education & Welfare - General	291,644	272,519	253,311
Housing	-	-	-
Community Amenities	1,908,792	1,845,026	1,721,907
Recreation and Culture	732,431	6,223,320	796,911
Transport	1,951,817	1,923,652	2,050,742
Economic Services	578,088	578,398	631,149
Other Property and Services	1,433,200	1,615,305	1,476,400
Total Operating Revenue	4 <u>15,529,315</u>	<u>20,969,464</u>	<u>14,791,011</u>
Expenses from Ordinary Activities			
Excluding Borrowing Costs			
Governance	1,027,044	862,428	840,287
General Purpose Income - Rates	230,577	176,450	180,882
General Purpose Income - Other	276,411	226,334	233,222
Law Order and Public Safety	629,459	624,099	507,807
Health	390,222	355,982	309,122
Education & Welfare - General	407,823	362,249	337,937
Housing	-	-	-
Community Amenities	2,947,590	2,656,651	2,479,324
Recreation and Culture	3,701,015	4,009,568	3,496,513
Transport	2,999,236	2,713,443	2,380,611
Economic Services	708,176	681,591	659,598
Other Property and Services	1,110,684	1,065,554	1,188,575
Total Operating Expenditure	4 <u>12,613,878</u>	<u>12,613,878</u>	<u>12,613,878</u>
Borrowing Costs Expense			
Governance			
General Purpose Income - Rates	-	-	-
General Purpose Income - Other	-	-	-
Law Order and Public Safety	1,023	1,023	1,260
Health	-	-	-
Education & Welfare - General			
Housing	-	-	-
Community Amenities	20,099	21,717	
Recreation and Culture	45,295	78,644	94,735
Transport	-	-	-
Economic Services	2,433	1,803	7,556
Other Property and Services	204,645	204,425	216,177
Total Operating Expenditure	4 <u>319,728</u>	<u>319,728</u>	<u>319,728</u>
Changes in Net Assets Resulting			
From Operations - Surplus (Deficit)	<u>827,583</u>	<u>6,927,503</u>	<u>1,857,405</u>

Read this statement in conjunction with the accompanying notes.

SHIRE OF BROOME

**STATEMENT OF CHANGES IN EQUITY
YEAR ENDED 30TH JUNE 2004**

	Note	ACTUAL 2003/2004 \$	ACTUAL 2002/2003 \$
RETAINED SURPLUS			
Ratepayer Equity at beginning of year		71,815,782	70,074,155
Surplus (Deficit) on Operations	4	827,583	1,857,405
Transfer (to)/from Cash Backed Reserves		(534,757)	(115,778)
Retained Surplus at End of Year		<u><u>72,108,608</u></u>	<u><u>71,815,782</u></u>
CASH BACKED RESERVES			
Ratepayer Equity at beginning of year		1,972,874	1,857,096
Amount transferred from Accumulated Surplus		534,757	115,778
Cash Backed Reserves at End of Year	5 & 11(a)	<u><u>2,507,631</u></u>	<u><u>1,972,874</u></u>
REVALUATION RESERVES			
Revaluation Reserve at beginning of year		4,779,847	4,779,847
Amount Transferred to Revaluation Reserve			
Revaluation Reserves record revaluations of non current assets.			
Revaluation Reserves at End of Year		<u><u>4,779,847</u></u>	<u><u>4,779,847</u></u>
TOTAL EQUITY		<u><u>79,396,086</u></u>	<u><u>78,568,503</u></u>

Read this statement in conjunction with the accompanying notes.

SHIRE OF BROOME

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENT YEAR ENDED 30TH JUNE 2004

Significant Accounting Policies

The significant policies, which have been adopted in the preparation of these financial statements, are:

(a) Basis of Accounting

The financial statements are a general purpose financial report which have been prepared in accordance with applicable accounting standards and other mandatory professional reporting requirements and the Local Government Act 1995 and the Local Government (Financial Management) Regulations.

They have been prepared on the accrual basis under the convention of historical cost accounting and do not take into account changing money values, or, except where stated, current valuations of non-current assets.

Accounting policies have been consistently applied unless otherwise stated.

Local Governments are not required to comply with the following Australian Accounting Standards:

- AAS 16 "Financial Reporting By Segments"
- AAS 22 "Related Party Disclosures"

(b) The Local Government Reporting Entity

All funds through which the Council controls resources to carry on its functions have been included in the financial statements forming part of this financial report and are treated as one fund, the Municipal Fund. All transactions and balances between Council controlled funds are eliminated to report the local government as a single unit.

Monies held in the Trust Fund in a custodial role, and related transactions, are excluded from the Council's financial statements because monies cannot be used for Council purposes.

Trust monies held and related transactions are detailed by means of the note entitled "Trust - Restricted" and where any direct transfers between the Municipal and Trust Funds occur.

(c) Property, Plant and Equipment

Property, plant and equipment are brought to account at cost, or if acquired other than by purchase, at independent or Council's valuation less, where applicable, any accumulated depreciation or amortisation.

As of 1 July 2001 Council elected to revert to the cost basis of measuring all assets except infrastructure. Where appropriate, the "cost", was set at the current carrying cost at 30 June 2001 in accordance with AASB 1041.

Property, plant and equipment are to be capitalised if the cost or valuation exceeds:

(i)	Buildings – New Project or Additions	\$5,000
(ii)	Major Infrastructure – New Project or Additions	\$5,000
(iii)	Plant and Equipment – New or Additions	\$3,000
(iv)	Furniture and Equipment – New or Additions	\$2,000
(v)	Tools	\$2,000
(vii)	Land (to be capitalised)	-

Items, which cost, or are valued, less than these thresholds are expensed in the year of acquisition.

SHIRE OF BROOME

(f) Rates, Grants, Donations and Other Contributions

Rates, grants, donations and other contributions are recognised as revenues during the reporting period when the local government obtains control over the assets comprising contributions.

The rating and reporting periods coincide. All rates levied for the year are recognised as revenues.

Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, receipt of the rates.

Control over granted assets is normally obtained upon their receipt, or upon prior notification that a grant has been secured. The timing of commencement of control depends upon the arrangements that exist between the grantor and the local government.

Unreceived contributions over which the local government has control are recognised as revenues. Provision is made for amounts considered uncollectible.

Where contributions are recognised as revenues during the reporting period were obtained on the condition that they were expended in a particular manner, or used over a particular period, and those conditions were undischarged at the reporting date, the nature of the amounts pertaining to those undischarged conditions are disclosed in the Note 5 as "Restricted".

(g) Provisions for Employee Entitlements

The provision for employee entitlements relates to amounts expected to be paid to employees for long service and annual leave and is based on legal and contractual entitlements and assessments, including on-costs, having regard to experience of staff departures and leave utilisation.

All employee entitlements have been reviewed this year using current wage rates to calculate the provisions.

The long service leave liability is based on the following percentages of calculated liability:

- Employees with 6 or more years service at the end of the reporting period 100%
- Employees with 3 to 6 more years service at the end of the reporting period 70%
- Employees with less than 3 years service at the end of the reporting period 25%

This liability excludes amounts that will be recovered from other Councils for previous service.

Employee entitlements payable at later than one year have been measured at the present value of estimated future cash outflows to be made for those entitlements.

The credit in the Municipality's leave reserve bank account at the end of the reporting period is considered adequate for the leave liability, however it has been budgeted to be increased further in accordance with the increasing liability.

(h) Superannuation Fund

The Municipality contributes the mandatory Superannuation Guarantee to the Local Government Superannuation Scheme. In addition where employees contribute at least 5% The Municipality makes an additional contribution so the total by The Municipality is 12%. Contributions are charged as an expense as they occur.

No liability has been recognised in these financial statements.

SHIRE OF BROOME

(p) Interest Rate Risk

Interest rate risk is the risk that a financial instruments value will fluctuate as a result of changes in market interest rates.

The Shire's exposure to this risk is considered negligible. All borrowings are at a interest rate fixed for the term of the loan.

Information on this risk is given in note 26.

(q) Credit Risk

This is the exposure to credit risk, excluding the value of any collateral, or other security, and net of any provisions for doubtful debts.

The Shire's exposure to this risk is considered negligible.

(r) Rounding Off Figures

All figures shown in this report, other than a rate in the dollar are rounded to the nearest dollar.

(s) Comparative Figures

Where required, comparative figures have been adjusted to conform to changes in the presentation for the current financial year.

(t) Impacts of Adopting Australian Equivalents to International Financial Reporting Standards (IFRS)

With the adoption of the Australian equivalents to International Financial Reporting Accounting Standards Australia is currently preparing for the introduction of the International Financial Reporting Accounting Standards (IFRS) effective from 1 January 2005 for the financial year commencing 1 July 2005. This requires the production of accounting data for future comparative purposes at the end of the current financial year.

The Council is assessing the significance of these changes and preparing for their implementation.

The Council is of the opinion that the key differences in the Council's accounting policies which will arise from the adoption of the IFRS are:

(i) Impairment of Assets

The Council currently determines the recoverable amount of an asset on the basis of undiscounted net cash flows that will be received from the assets use and subsequent disposal with the exception of certain classes of infrastructure assets. In terms pending AASB 136 Impairment of Assets, the recoverable value of an asset will be determined as the higher of fair value less costs to sell and value in use. It is likely that this change in accounting policy will lead to impairments being recognised more often than under the existing policy.

(ii) Non-Current Investments

Under the pending AASB 139 Financial Instruments; Recognition & Measurement, financial instruments that are classified as available for sale instruments must be carried at fair value. Unrealised gains or losses may be recognised within income or directly to equity. Current accounting policy is to measure non-current investments at cost and/or valuation with a periodic review by council to ensure that the carrying amounts are not in excess of the recoverable value of the instrument.

SHIRE OF BROOME

3. Operating Revenues & Expenses		ACTUAL	BUDGET	ACTUAL
(a) Charging As Expenses	Note	2003/2004	2003/2004	2002/2003
		\$	\$	\$
Depreciation of Non Current Assets				
- Land & Buildings	8(e)	571,552	393,979	448,395
- Plant & Equipment (Before allocation)	8(e)	869,589	480,159	713,558
- Furniture & Equipment	8(e)	126,794	123,188	121,936
- Infrastructure	8(e)	1,201,990	1,147,429	1,155,241
Loss on sale of non-current assets		91,726	77,194	21,893
Interest paid	4	273,495	307,612	319,728
Auditors remuneration				
- Audit		10,270	11,300	10,248
- Other		2,633	-	
Debts Written Off	17	4,505	10,000	39,975
(b) Crediting As Income				
Profit On Sale of non-current assets		132,091	640,942	351,041
4. Operating Revenues & Expenses According to Nature & Type		ACTUAL	BUDGET	ACTUAL
	Note	2003/2004	2003/2004	2002/2003
		\$	\$	\$
REVENUE/INCOME				
Rates	15	6,143,284	6,016,758	5,583,761
Grants & Subsidies - Operating		2,954,385	3,060,232	2,386,048
Grants & Contributions - Non Operating		1,495,086	6,506,883	1,763,270
Contributions, Reimbursements and Donations		485,025	447,144	839,879
Profit on Asset Disposals		132,091	640,942	351,041
Service Charges	16	-	-	-
Fees and Charges	19	4,130,372	4,047,244	3,505,111
Interest Earnings		187,564	245,111	205,390
Other Revenue/Income		1,508	5,150	156,511
TOTAL OPERATING REVENUE		14,791,011		
EXPENDITURE				
Employee Costs		5,897,839	6,082,338	4,511,813
Materials And Contracts		3,969,437	3,221,161	3,880,122
Utilities (Gas, electricity, water etc.)		777,857	743,649	745,816
Insurance Expenses		309,516	579,319	258,378
Loss On Asset Disposal		91,726	77,194	21,893
Depreciation of non-current assets		2,769,924	2,144,755	2,439,130
Interest/Borrowing Expenses		273,495	307,612	319,728
Other Expenditure		611,938	885,933	756,726
TOTAL OPERATING EXPENDITURE		12,933,606		
SURPLUS (DEFICIT) ON OPERATIONS		827,583	6,927,503	1,857,405

All Interest/Borrowing costs are loan or overdraft interest expenses.

SHIRE OF BROOME

7. Stock on Hand	ACTUAL 2003/2004 \$	ACTUAL 2002/2003 \$
Fuel, Cement and BRAC Stock - at cost	26,082	38,965
and for Resale	<u>630,334</u>	<u>0</u>
	<u><u>630,334</u></u>	<u><u>0</u></u>
8. Asset Information		
(a) Property Plant & Equipment By Nature And Type	ACTUAL 30 JUNE 2004 \$	ACTUAL 30 JUNE 2003 \$
Land And Buildings - At cost	22,952,196	22,642,463
Less accumulated depreciation	<u>(2,344,566)</u>	<u>(1,783,641)</u>
	<u>20,607,630</u>	<u>20,858,822</u>
Furniture and Equipment -At cost	1,633,762	1,522,439
Less accumulated depreciation	<u>(990,414)</u>	<u>(863,620)</u>
	<u>643,348</u>	<u>658,819</u>
Plant and Equipment - At cost	7,120,838	6,467,524
Less accumulated depreciation	<u>(3,696,267)</u>	<u>(3,320,716)</u>
	<u>3,424,571</u>	<u>3,146,808</u>
Drainage - Infrastructure Assets - At cost	339,944	313,611
Less accumulated depreciation	<u>(29,277)</u>	<u>(23,935)</u>
	<u>310,667</u>	<u>289,676</u>
Drainage - Infrastructure Assets - At valuation 30/6/97	6,176,447	6,176,447
Less accumulated depreciation	<u>(719,866)</u>	<u>(616,924)</u>
	<u>5,456,581</u>	<u>5,559,523</u>
Recreation Areas - Infrastructure Assets - At cost	2,100,851	1,647,873
Less accumulated depreciation	<u>(225,880)</u>	<u>(169,298)</u>
	<u>1,874,971</u>	<u>1,478,575</u>
Recreation Areas - Infrastructure Assets - At valuation 30/6/97	3,015,971	3,015,971
Less accumulated depreciation	<u>(581,018)</u>	<u>(492,064)</u>
	<u>2,434,953</u>	<u>2,523,907</u>
Other - Infrastructure Assets - At cost	801,020	646,539
Less accumulated depreciation	<u>(120,651)</u>	<u>(95,886)</u>
	<u>680,369</u>	<u>550,653</u>

SHIRE OF BROOME

8. Asset Information (Con't)

8 (b) Disposal Of Assets

	ACTUAL 2003/2004	ACTUAL 2003/2004	ACTUAL 2003/2004
ASSET	BOOK VALUE	SALE RECEIPTS	PROFIT (LOSS)
Total transactions			
Land & Buildings	\$	\$	\$
Actual	69,690		(69,690)
Budget	657,577	,098,628	441,051
Plant & Equipment			
Actual	115,637	225,692	110,055
Budget	536,918	659,615	122,697
Furniture & Equipment			
Actual			
Budget			
Infrastructure			
Actual			
Budget			
Totals			
	<u>Actual</u>	<u>225,692</u>	<u>40,365</u>
	<u>185,327</u>	<u>1,758,243</u>	<u>563,748</u>
	<u>Budget</u>		
	<u>1,194,495</u>		

Note

See Significant Items, Note 28, for loss detail.

(c) Asset Values By Function

	ACTUAL NET VALUE \$ 30 JUNE 2004	ACTUAL NET VALUE \$ 30 JUNE 2003
Governance	329	4 19
General Purpose Funding	-	
Law, Order, Public Safety	398,965	309,252
Health	175,990	148,767
Education & Welfare - General	1,674,621	1,722,462
Housing (Housing is allocated to the supported function)	-	-
Community Amenities	6,695,457	6,864,580
Recreation & Culture	13,919,000	13,176,772
Transport	46,955,800	45,886,884
Economic Services	1,653,527	1,517,106
Other Property & Services	11,427,955	11,349,577
Totals	<u>82,901,644</u>	<u>80,975,819</u>

SHIRE OF BROOME

9. Borrowings	ACTUAL	BUDGET	ACTUAL
(a) Loans From Previous Years	2003/2004	2003/2004	2002/2003
i) Law Order & Public Safety	\$	\$	\$
Loan 169 - Volunteer Sea Rescue Self Supporting - 2000/2001			
<u>Annual Information</u>			
Amount Borrowed			
Amount Used			
Unspent Balance			
Principal Owing, Opening Balance	[REDACTED] 18,385	18,386	21,799
Interest and Other Charges Paid	[REDACTED] 1,023	1,023	1,260
Principal Repaid	[REDACTED] 3,640	3,640	3,414
Principal Owing	[REDACTED] 14,745	14,746	18,385
iii) Recreation And Culture			
Loan 166 Broome Horse Riding Club Self Supporting Loan - 1998/99			
<u>Annual Information</u>			
Principal Owing, Opening Balance			2,772
Interest and Other Charges Paid			36
Principal Repaid			2,772
Principal Owing			
Loan 170 - Pistol Club Self Supporting - 2000/2001			
<u>Annual Information</u>			
Amount Borrowed			
Amount Used			
Unspent Balance	[REDACTED] -		
Principal Owing, Opening Balance	[REDACTED] 21,074	21,074	23,093
Interest and Other Charges Paid	[REDACTED] 1,149	1,149	1,277
Principal Repaid	[REDACTED] 2,138	2,138	2,019
Principal Owing	[REDACTED] 18,936	18,936	21,074
Loan 171 Recreation Centre (BRAC) - 2001/2002			
<u>Annual Information</u>			
Principal Owing, Opening Balance	1,020,083	1,041,895	1,063,000
Interest and Other Charges Paid	[REDACTED] 44,146	67,964	93,422
Principal Repaid	[REDACTED] 45,842	44,355	42,917
Principal Owing	[REDACTED] 974,241	997,540	1,020,083
Loan 172 Haynes Oval Effluent Water Reticulation - 2002/2003			
<u>Annual Information</u>			
Principal Owing, Opening Balance	100,000	100,000	
Interest and Other Charges Paid	-		
Principal Repaid	[REDACTED] 25,000	25,000	-
Principal Owing	[REDACTED] 75,000	75,000	100,000

SHIRE OF BROOME

9. Borrowings (con't)	ACTUAL	BUDGET	ACTUAL
(b) New Loans (Con't)	2003/2004	2003/2004	2002/2003
ii) Economic services	\$	\$	\$

Loan 175 Roebuck Bay Caravan Park Sewerage Upgrade - 2003/2004

General Information

Purpose To improve sewerage infrastructure and connect top the sewerage system.

Annual Information

Amount Borrowed	\$200,000	\$400,000
Lender	Trerasury Corporation	Unknown
Term	5 Years	5 Years
Annual Interest rate fixed for the term	6.05%	4.75%
Total Interest & Charges Payable	\$34,760	\$54,088
Amount Borrowed	200,000	400,000
Amount Used	145,845	400,000
Unspent Balance	54,155	

Annual Information

Principal Owing, Opening Balance	-	
Interest and Other Charges Paid	630	
Principal Repaid		
Principal Owing	200,000	400,000

SHIRE OF BROOME

10. Payables, Provisions and Interest Bearing Liabilities

	ACTUAL 2003/2004	ACTUAL 2002/2003
(a) Current	\$	\$
Payables and Provisions		
<u>Accrued Expenses and Liabilities</u>		
Accrued Expenses	65,245	147,036
Prepaid Rent, Grants and Services	93,494	145,194
Accrued Wages	144,330	72,000
Accrued Interest on Loans	60,791	82,253
	363,860	446,483
<u>Employee Entitlements</u>		
Provision for Annual Leave (Current)	448,640	486,316
Provision for LSL (Current)	431,080	348,677
	879,720	834,993
<u>Sundry Creditors</u>		
Sundry Creditors	853,289	824,202
ATO Amounts Payable	-	127
	-	127
<u>Overdraft</u>		
Overdraft	639,291	824,329
	639,291	824,329
Sub Total Payables and Provisions	2,736,160	2,105,805
Interest Bearing Liabilities		
<u>Loan Principal Liability</u>		
Loan Principal Liability	412,532	292,237
Sub Total Interest Bearing Liabilities	412,532	292,237
Total Current	3,148,692	2,398,042
 (b) Non Current		
Payables and Provisions		
<u>Employee Entitlements - Non Current</u>		
Provision for Annual Leave (Non Current)	92,531	-
Provision for LSL (Non Current)	55,955	66,397
	148,486	66,397
<u>Other Liabilities - Non Current</u>		
Pre Paid Rent	-	-
	-	-
Sub Total Payables and Provisions	148,486	66,397
Interest Bearing Liabilities		
<u>Loan Liability - Non Current</u>		
Loan Liability - Total	4,257,044	3,904,289
Less Current Loan Liability	(412,532)	(292,237)
Sub Total Interest Bearing Liabilities	3,844,512	3,612,052
Total Non Current	3,992,998	3,678,449

SHIRE OF BROOME

11. Reserves (Con't)	ACTUAL	BUDGET	ACTUAL
(a) Cash Backed Reserves (Con't)	2003/2004	2003/2004	2002/2003
	\$	\$	
Road Reserve			
Opening Balance	122,251	122,251	253,284
Transfer from Accumulated surplus including interest	25,255	11,500	24,407
Less Transfer to Accumulated surplus	(25,000)	(25,000)	(155,440)
	122,506	108,751	122,251
Footpath Reserve			
Opening Balance	93,130	93,130	88,968
Transfer from Accumulated surplus including interest	135,311	24,000	4,162
Less Transfer to Accumulated surplus	(83,040)	(18,000)	
	145,401	99,130	93,130
Carpark Reserve			
Opening Balance	284,827	284,827	266,286
Transfer from Accumulated surplus including interest	82,663	62,000	98,541
Less Transfer to Accumulated surplus	(68,330)	(55,000)	(80,000)
	299,160	291,827	284,827
Total Cash Backed Reserves	2,507,631	1,982,778	1,972,874

Note 5

SHIRE OF BROOME

12. CASH FLOW INFORMATION

(a) Reconciliation Of Cash

Reconciliation of cash flows from operations with change in net equity resulting from operations.

For the purpose of this statement of cash flows cash includes cash on hand and in or at call deposits with banks or financial institutions. Cash at the end of the financial year as shown in the Statement of Financial Position is as follows:

	Note	Actual 2003/2004 \$	Budget 2003/2004 \$	Actual 2002/2003 \$
Cash/(Overdraft)	5	(635,871)	478,716	767,351
Reserve Investments	5 & 11	2,507,631	1,982,778	1,972,874
Other Restricted Cash	5	54,156		
Cash at End of Year		<u>1,925,916</u>	<u>2,461,494</u>	<u>2,740,225</u>
Reconciliation Of Net Cash used in operating activities to operating result				
Net Changes in assets from Operations		827,583	6,927,503	,857,405
ADD				
Loss (Profit) on Sale of Assets		(40,365)	(563,748)	(329,148)
Asset Depreciation		2,769,924	2,144,755	2,439,130
Doubtful Debts Expenses		(4,505)		-
Decrease (Increase) in Sundry Debtors - Other		(109,071)		(142,251)
Decrease (Increase) in Bonds and Deposits paid		(7,383)		(6,220)
Increase (Decrease) in Accrued Wages		72,330		(6,863)
Increase (Decrease) in Accrued Interest on Loans		(21,462)		18,319
Decrease (Increase) in Rates Debtors		81,220	(40,000)	(101,298)
Increase (Decrease) in Prepayments to Council		(51,700)	-	(25,041)
Increase (Decrease) in Sundry Creditors		28,960	100,000	(133,147)
Decrease (Increase) in Stock Control		12,883	-	(11,563)
Increase (Decrease) in Employee Entitlements		126,816	-	168,584
Decrease (Increase) in Accrued Income.		(37,145)		11,430
Increase (Decrease) in Accrued Expenses		(81,791)	5,268	77,109
Non Cash Expenditure/(Income)		-		-
Less Non Operating Grants		(1,495,086)	(6,506,883)	(1,763,270)
Net Cash provided by Operating Activities		<u>2,071,208</u>	<u>2,066,895</u>	<u>2,053,176</u>
b) Reconciliation of Net Cash Used to Purchase Plant Property and Equipment				
Net cost of asset procurement		4,334,494	11,506,161	4,891,574
Less allocation of depreciation to Capital Works		-	-	-
Net Cash Used in Asset Acquisition		<u>4,334,494</u>	<u>11,506,161</u>	<u>4,891,574</u>
c) Council Credit/Overdraft Facilities				
Overdraft Limit		1,200,000	1,200,000	1,200,000
Overdraft Utilised At Balance Day		639,291		
Credit Card Limit		5,000		
Amount Utilised At Balance Day		-		
Unused Facility Available		<u>565,709</u>	<u>1,200,000</u>	<u>1,200,000</u>

SHIRE OF BROOME

14. Rate Setting Budget Comparisons

(a) Statement of amounts included in the rate setting statement but which have not been included in the operating statement.

	ACTUAL 2003/2004 \$	BUDGET 2003/2004 \$
<u>Non Operating Income</u>		
Transfer From Reserves	789,847	708,060
Proceeds Of Sale of Assets:		
Land and Buildings	-	,098,628
Plant & Equipment	225,692	659,615
Furniture & Equipment		
Infrastructure	-	-
New Borrowings	728,291	1,273,713
Unused Loan finds	-	-
Self Supporting Loan Principal Repayments	5,778	11,097
Total Non Operating Income	1,749,608	3,751,113
<u>Non Operating Expenditure</u>		
Transfer To Reserves	,324,604	717,964
Purchase Of Assets;		
Land For Resale	630,334	-
Land & Buildings	389,985	6,359,112
Plant & Equipment	1,262,990	2,037,544
Furniture & Equipment	111,323	51,670
Infrastructure	2,570,196	3,057,835
Unspent Loan Funds Transferred to Loan Bank	54,155	
Self Supporting Loans Forwarded	-	60,000
Loan Principle Repayments	375,536	386,066
Total Non Operating Expenditure	6,719,123	12,670,191
Total	(4,969,515)	(8,919,078)

(b) Net Current Assets Surplus/(Deficit) Carried Forward

The net current assets Surplus/(Deficit) carried forward at 1 July 2003 for the purpose of the budget was 405,300

This is different from the net current assets shown in the audited financial report for the financial for the 2002/2003 financial year to 30 June. The 2002/2003 financial report, as the result of finalisation of figures and various formula adjustments and audit amendments, shows an Increased Surplus/(Increased Deficit - Reduction in Surplus (43,754) resulting in a revised surplus/(Deficit) of 361,546

SHIRE OF BROOME

16. Service Charges

	ACTUAL 2003/2004 \$	BUDGET 2003/2004 \$	ACTUAL 2002/2003 \$
The Shire Of Broome imposes no service charges.			

Total Service Charges

17. Information About Discounts, Incentives Concessions and Write Offs

	ACTUAL 2003/2004 \$	BUDGET 2003/2004 \$	ACTUAL 2002/2003 \$
Rates Bad/Doubtful Debts Write Off	-	-	-
Sundry Bad Debts Write Offs & Provisions	4,505	10,000	39,975
Total	<u>4,505</u>	<u>10,000</u>	<u>39,975</u>

18. Rates - Interest Payments and Additional Charges

	ACTUAL 2003/2004 \$	BUDGET 2003/2004 \$	ACTUAL 2002/2003 \$
Penalty on Rates Outstanding at the due date			
Interest Rate	11.0%	11.0%	11.0%
Interest Revenue Raised	27,390	25,000	25,324
Penalty interest is charged at the above rate on all unpaid rates from the due date.			

Instalment Option Charges

Administration Fee for 3 instalments at \$5 per instalment.	15	15	15
Administration Fee Revenue Raised	16,115	17,000	16,020
Interest Rate	5.5%	5.5%	5.5%
Interest Rate Revenue Raised Inc Deferred	24,942	18,200	17,091

Other Rates Related Charges

Rates Enquiry Fees	23,748	27,000	27,056
Total Revenue	<u>23,748</u>	<u>87,200</u>	<u>85,491</u>

The instalment plan for 2003/2004 is outlined below.

Instalment Plan - Option

By two or four equal instalments due on

13 October 2003 plus Administration Fee and all arrears.

16 December 2003 plus Interest.

17 February 2004 plus Interest.

20 April 2004 plus Interest.

The cost of the instalment plan is the once only Administration Fee, at \$5 per instalment after the first instalment, and simple interest at the rate stated above calculated on the unpaid instalments.

SHIRE OF BROOME

24. Capital and Leasing Commitments	ACTUAL 2003/2004	ACTUAL 2002/2003
As at 30 June in the financial year shown		
(a) Capital Expenditure Commitments Contracted For:	\$	\$
Buildings		26,500
Infrastructure	54,155	146,414
Plant	-	190,661
Furniture & Equipment		4,925
Total Payable in 1 year or less	54,155	368,500
(b) Operating Lease Payments Contracted For:		
Payable in the next year	170,287	199,038
Payable in the 2nd year	47,088	84,403
Payable in the 3rd to 5th years inclusive	3,914	44,175
Total	221,289	327,616
25. Contingent Liabilities	ACTUAL 2003/2004	ACTUAL 2002/2003
Shinju Matsuri Loan	\$ 17,500	\$ 27,500
Total Contingent Liabilities	17,500	27,500

SHIRE OF BROOME

27. Performance Measures

	ACTUAL	ACTUAL	ACTUAL
	2003/2004	2002/2003	2001/2002
a) Current Ratio			
The current ratio is determined by dividing current assets (minus restricted assets) by the current liabilities (minus assets associated with restricted liabilities).			
Current Assets	1,590,775	1,660,029	2,127,915
Current Liabilities	2,734,559	1,957,757	2,013,601
Current Ratio	0.58	0.85	1.06

b) Debt Ratio

The debt is determined by dividing the total liabilities by the total assets

Total Liabilities	7,141,690	6,076,491	6,151,473
Total Assets	86,537,776	84,644,994	82,862,571
Debt Ratio	0.08	0.07	0.07

c) Debt Service Ratio

The current ratio is determined by dividing the debt service cost by the available operating revenue plus self supporting loan repayments minus grants specific purpose capital grants, contributions and donations.

Debt Service Cost	649,030	593,798	523,168
Available Operating Revenue	14,040,007	13,035,944	11,612,855
Debt Service Ratio	0.05	0.05	0.05

d) Rate Coverage Ratio

The rate coverage ratio is determined by dividing the net rate revenue by the operating revenue

Net rate revenue	6,143,284	5,583,761	5,061,157
Operating Revenue	15,529,315	14,791,011	14,731,487
Rate Coverage Ratio	0.40	0.38	0.34

e) Outstanding Rates Ratio

The outstanding rates ratio is determined by dividing the rates outstanding by the rates collectable

Rates outstanding	80,721	161,966	60,668
Rates collectable	6,305,250	5,644,429	5,151,107
Outstanding Rates Ratio	0.01	0.03	0.01

The above ratios are calculated in accordance with the definitions given in the Local Government (Financial Management) Regulations

28. Significant Items

	ACTUAL	ACTUAL
	2003/2004	2002/2003
	\$	\$
Loss on Sale Of Buildings due to demolition for old tennis court site redevelopment.	7,558	
Loss on Sale Of Buildings due to demolition of the Haynes Oval Public Toilets.	62,132	
Total Significant Items	69,690	

29. Non Cash Transactions (Excluding Accruals)

	ACTUAL	ACTUAL
	2003/2004	2002/2003
Income/(Expenditure)	\$	\$
Non Cash Adjustments		

Total